



Development Charges Background Study

Town of Erin

May 21, 2019

Watson & Associates Economists Ltd.
905-272-3600
info@watsonecon.ca

Table of Contents

	Page
Executive Summary	i
1. Introduction.....	1-1
1.1 Purpose of this Document.....	1-1
1.2 Summary of the Process.....	1-1
1.3 Changes to the D.C.A.: Smart Growth for our Communities Act, 2015 (Bill 73).....	1-3
1.3.1 Area Rating	1-3
1.3.2 Asset Management Plan for New Infrastructure.....	1-3
1.3.3 60-Day Circulation of D.C. Background Study	1-4
1.3.4 Timing of Collection of D.C.s.....	1-4
1.3.5 Other Changes.....	1-4
1.4 Proposed Changes to the D.C.A.: Bill 108 – An Act to Amend Various Statutes with Respect to Housing, Other Development and Various Other Matters.....	1-5
2. Current Town of Erin Policy	2-1
2.1 Schedule of Charges	2-1
2.2 Services Covered	2-1
2.3 Timing of D.C. Calculation and Payment	2-2
2.4 Indexing	2-2
2.5 Redevelopment Allowance	2-2
2.6 Exemptions	2-3
3. Anticipated Development in the Town of Erin	3-1
3.1 Requirement of the Act	3-1
3.2 Basis of Population, Household and Non-Residential Gross Floor Area Forecast	3-1
3.3 Summary of Growth Forecast.....	3-2
4. The Approach to the Calculation of the Charge	4-1



Table of Contents (Cont'd)

	Page
4.1	Introduction 4-1
4.2	Services Potentially Involved 4-1
4.3	Increase in the Need for Service 4-1
4.4	Local Service Policy 4-6
4.5	Capital Forecast 4-7
4.6	Treatment of Credits 4-7
4.7	Existing Reserve Funds 4-8
4.8	Deductions 4-9
4.8.1	Reduction Required by Level of Service Ceiling 4-9
4.8.2	Reduction for Uncommitted Excess Capacity 4-10
4.8.3	Reduction for Benefit to Existing Development 4-10
4.8.4	Reduction for Anticipated Grants, Subsidies and Other Contributions 4-11
4.8.5	The 10% Reduction 4-12
4.9	Municipal-wide vs. Area Rating 4-12
4.10	Allocation of Development 4-12
4.11	Asset Management 4-12
4.12	Transit 4-13
5.	D.C.-Eligible Cost Analysis by Service 5-1
5.1	Introduction 5-1
5.2	Service Levels and 10-Year Capital Costs for D.C. Calculation 5-1
5.2.1	Parks and Recreation 5-1
5.2.2	Administration Studies 5-4
5.3	Service Levels and Long-Term (2019-2041) Capital Costs for Erin's D.C. Calculation 5-8
5.3.1	Services Related to a Highway 5-8
5.3.2	Fire Protection Services 5-11
5.4	Service Levels and Urban Longer-Term (buildout) Capital Costs for Erin's D.C. Calculation 5-13
5.4.1	Water Services 5-13
6.	D.C. Calculation 6-1
7.	D.C. Policy Recommendations and D.C. By-law Rules 7-1
7.1	Introduction 7-1
7.2	D.C. By-law Structure 7-2
7.3	D.C. By-law Rules 7-2
7.3.1	Payment in any Particular Case 7-2
7.3.2	Determination of the Amount of the Charge 7-3
7.3.3	Application to Redevelopment of Land (Demolition and Conversion) 7-3



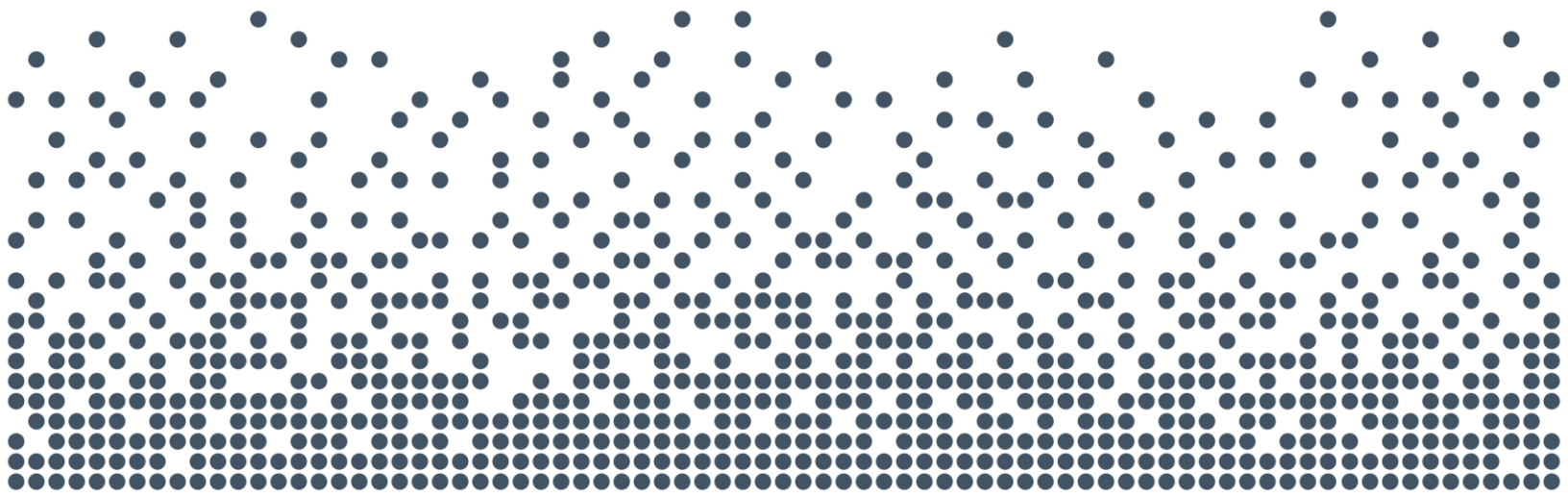
Table of Contents (Cont'd)

	Page
7.3.4 Exemptions (full or partial)	7-4
7.3.5 Phasing in	7-5
7.3.6 Timing of Collection	7-5
7.3.7 Indexing	7-5
7.3.8 The Applicable Areas	7-6
7.4 Other D.C. By-law Provisions	7-6
7.4.1 Categories of Services for Reserve Fund and Credit Purposes	7-6
7.4.2 By-law In-force Date	7-6
7.4.3 Minimum Interest Rate Paid on Refunds and Charged for Inter-Reserve Fund Borrowing	7-7
7.4.4 Area Rating	7-7
7.5 Other Recommendations	7-8
8. By-law Implementation	8-1
8.1 Public Consultation Process	8-1
8.1.1 Introduction	8-1
8.1.2 Public Meeting of Council	8-1
8.1.3 Other Consultation Activity	8-1
8.2 Anticipated Impact of the Charge on Development	8-2
8.3 Implementation Requirements	8-3
8.3.1 Introduction	8-3
8.3.2 Notice of Passage	8-3
8.3.3 By-law Pamphlet	8-3
8.3.4 Appeals	8-4
8.3.5 Complaints	8-4
8.3.6 Credits	8-5
8.3.7 Front-Ending Agreements	8-5
8.3.8 Severance and Subdivision Agreement Conditions	8-5
Appendix A Background Information on Residential and Non-Residential Growth Forecast	A-1
Appendix B Level of Service	B-1
Appendix C Long-Term Capital and Operating Cost Examination	C-1
Appendix D D.C. Reserve Fund Policy	D-1
Appendix E Local Service Policy	E-1
Appendix F Asset Management Plan	F-1
Appendix G Proposed D.C. By-law	G-1



List of Acronyms and Abbreviations

Acronym	Full Description of Acronym
D.C.	Development charge
D.C.A.	Development Charges Act, 1997, as amended
F.I.R.	Financial Information Return
G.F.A.	Gross floor area
I.J.P.A.	Infrastructure for Jobs and Prosperity Act
L.P.A.T.	Local Planning Appeal Tribunal
N.F.P.O.W.	No Fixed Place of Work
O.M.B.	Ontario Municipal Board
O.P.A.	Official Plan Amendment
O.Reg.	Ontario Regulation
P.O.A.	Provincial Offences Act
P.P.U.	Persons per unit
S.D.E.	Single detached equivalent
S.D.U.	Single detached unit
s.s.	Subsection
S.W.M.	Stormwater management
sq.ft.	square foot
sq.m.	square metre



Executive Summary



Executive Summary

1. The report provided herein represents the Development Charges (D.C.) Background Study for the Town of Erin required by the Development Charges Act, 1997 (D.C.A.). This report has been prepared in accordance with the methodology required under the D.C.A. The contents include the following:
 - Chapter 1 – Overview of the legislative requirements of the Act;
 - Chapter 2 – Review of present D.C. policies of the Town
 - Chapter 3 – Summary of the residential and non-residential growth forecasts for the Town;
 - Chapter 4 – Approach to calculating the D.C.;
 - Chapter 5 – Review of historic service standards and identification of future capital requirements to service growth and related deductions and allocations;
 - Chapter 6 – Calculation of the D.C.s;
 - Chapter 7 – D.C. policy recommendations and rules; and
 - Chapter 8 – By-law implementation.

2. D.C.s provide for the recovery of growth-related capital expenditures from new development. The D.C.A. is the statutory basis to recover these charges. The methodology is detailed in Chapter 4; a simplified summary is provided below:
 - 1) Identify amount, type and location of growth;
 - 2) Identify servicing needs to accommodate growth;
 - 3) Identify capital costs to provide services to meet the needs;
 - 4) Deduct:
 - Grants, subsidies and other contributions;
 - Benefit to existing development;
 - Statutory 10% deduction (soft services);
 - Amounts in excess of 10-year historic service calculation;
 - D.C. reserve funds (where applicable);



- 5) Net costs are then allocated between residential and non-residential benefit; and
 - 6) Net costs divided by growth to provide the D.C. charge.
3. A number of changes to the D.C. process need to be addressed as a result of the Smart Growth for our Communities Act, 2015 (Bill 73). These changes have been incorporated throughout the report and in the updated draft by-law, as necessary. These items include:
- a. Area-rating: Council must consider the use of area-specific charges.
 - b. Asset Management Plan for New Infrastructure: The D.C. background study must include an asset management plan that deals with all assets proposed to be funded, in whole or in part, by D.C.s. The asset management plan must show that the assets are financially sustainable over their full lifecycle.
 - c. 60-day Circulation Period: The D.C. background study must be released to the public at least 60-days prior to passage of the D.C. by-law.
 - d. Timing of Collection of Development Charges: The D.C.A. now requires D.C.s to be collected at the time of the first building permit.
4. The growth forecast (Chapter 3) on which the Town-wide D.C. is based, projects the following population, housing and non-residential floor area for the 10-year (2019 to 2028), long-term (2019 to 2041), and urban longer-term (2019 to urban buildout) periods.

Measure	10 Year 2019-2028	Long-Term 2019-2041	Urban Longer-Term 2019-Urban Buildout
(Net) Population Increase	1,607	6,589	12,318
Residential Unit Increase	650	2,283	4,497
Non-Residential Gross Floor Area Increase (ft ²)	187,900	479,700	1,585,700

Source: Watson & Associates Economists Ltd. Forecast 2019



5. On July 22, 2014, the Town of Erin passed By-law 14-35 under the D.C.A. The by-law imposes D.C.s on residential and non-residential uses and will expire on July 22, 2019. The Town is undertaking a D.C. public process and anticipates passing a new by-law in advance of the expiry date. The mandatory public meeting has been set for June 18, 2019 with adoption of the by-law on July 22, 2019.
6. The Town's D.C.s currently in effect are \$15,104 for single detached dwelling units for full services and non-residential charges are \$6.06 per sq.ft. This report has undertaken a recalculation of the charge based on future identified needs (presented in Schedule ES-1 for residential and non-residential). Charges have been provided on a Town-wide basis for all services except water services, which are provided for urban development. The corresponding single detached unit charge is \$22,284 for full services. The non-residential charge is \$9.55 per square foot of building area for full services. These rates are submitted to Council for its consideration.
7. The D.C.A. requires a summary be provided of the gross capital costs and the net costs to be recovered over the life of the by-law. This calculation is provided by service and is presented in Table 6-6. A summary of these costs is provided below:

Total gross expenditures planned over the next five years	\$27,229,475
Less:	
Benefit to existing development	\$ 5,459,014
Post planning period benefit	\$ -
Ineligible re: Level of Service	\$ -
Mandatory 10% deduction for certain services	\$ 191,565
Grants, subsidies and other contributions	\$ 5,278,250
Net Costs to be recovered from development charges	\$16,300,646

This suggest that for the non-D.C. cost (benefit to existing development, mandatory 10% deduction, and the grants, subsidies and other contributions), \$10.93 million (or an annual amount of \$2.19 million) will need to be contributed from taxes and rates, or other sources.

Based on the above table, the Town plans to spend \$27.23 million over the next five years, of which \$16.30 million (60%) is recoverable from D.C.s. Of this net



amount, \$14.45 million is recoverable from residential development and \$1.85 million from non-residential development. It is noted also that any exemptions or reductions in the charges would reduce this recovery further.

8. Considerations by Council – The background study represents the service needs arising from residential and non-residential growth over the forecast periods.

The following services are calculated based on an urban longer-term (buildout) forecast:

- Water Services.

The following Town-wide services are calculated based on a long-term (2019-2041) forecast;

- Services Related to a Highway; and
- Fire Protection Services.

All other services are calculated based on a 10-year forecast. These include:

- Parks and Recreation Services;
- Administration – Engineering Studies; and
- Administration – Community Based Studies.

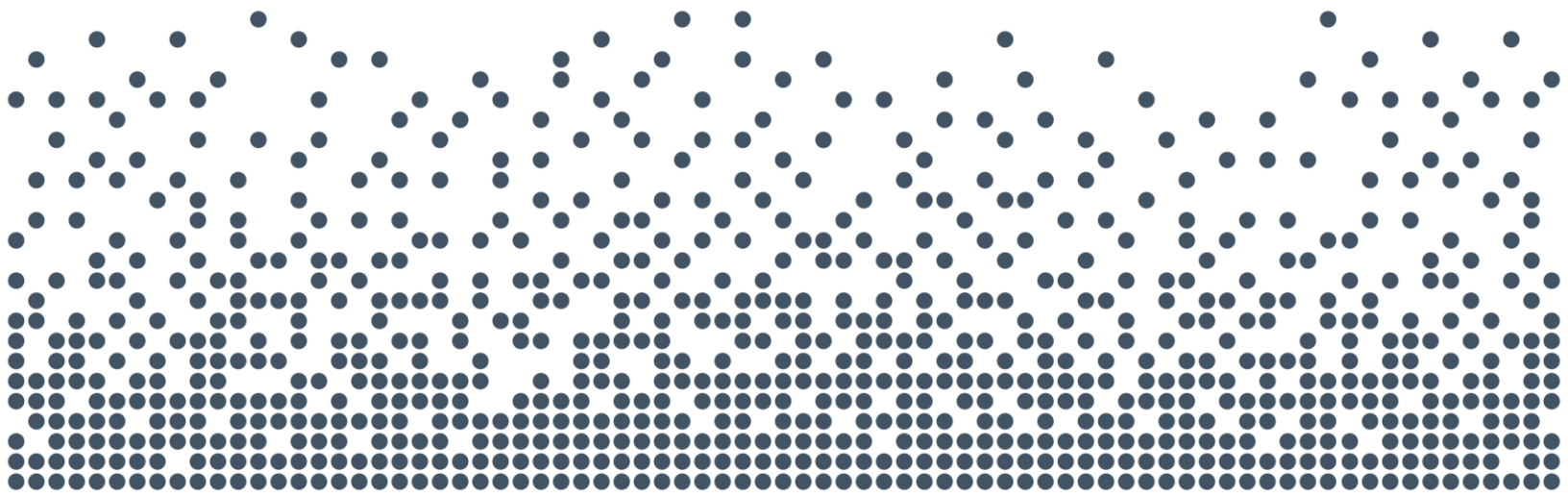
Council will consider the findings and recommendations provided in the report and, in conjunction with public input, approve such policies and rates it deems appropriate. These directions will refine the draft D.C. by-law which is appended in Appendix G. These decisions may include:

- adopting the charges and policies recommended herein;
- considering additional exemptions to the by-law; and
- considering reductions in the charge by class of development (obtained by removing certain services on which the charge is based and/or by a general reduction in the charge).



Table ES-1
Schedule of Development Charges

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Town Wide Services:						
Services Related to a Highway	7,837	5,680	3,971	3,375	2,700	4.39
Fire Protection Services	2,478	1,796	1,256	1,067	854	1.39
Parks & Recreation Services	4,808	3,484	2,436	2,070	1,656	0.85
Administration - Engineering Studies	1,802	1,306	913	776	621	0.75
Administration - Community Based Studies	333	241	169	143	115	0.14
Total Town Wide Services	17,258	12,507	8,745	7,431	5,946	7.52
Urban Services						
Water Services	5,026	3,642	2,547	2,164	1,731	2.03
Total Urban Services	5,026	3,642	2,547	2,164	1,731	2.03
GRAND TOTAL RURAL AREA	17,258	12,507	8,745	7,431	5,946	7.52
GRAND TOTAL URBAN AREA	22,284	16,149	11,292	9,595	7,677	9.55



Report



Chapter 1

Introduction



1. Introduction

1.1 Purpose of this Document

This background study has been prepared pursuant to the requirements of the D.C.A. (s.10) and, accordingly, recommends new D.C.s and policies for the Town of Erin.

The Town retained Watson & Associates Economists Ltd. (Watson), to undertake the D.C.s (D.C.) study process throughout early 2019. Watson worked with Town staff in preparing the D.C. analysis and policy recommendations.

This D.C. background study, containing the proposed D.C. by-law, will be distributed to members of the public in order to provide interested parties with sufficient background information on the legislation, the study's recommendations and an outline of the basis for these recommendations.

This report has been prepared, in the first instance, to meet the statutory requirements applicable to the Town's D.C. background study, as summarized in Chapter 4. It also addresses the requirement for "rules" (contained in Chapter 7) and the proposed by-law to be made available as part of the approval process (included as Appendix G).

In addition, the report is designed to set out sufficient background on the legislation (Chapter 4), Erin's current D.C. policies (Chapter 2) and the policies underlying the proposed by-law, to make the exercise understandable to those who are involved.

Finally, it addresses post-adoption implementation requirements (Chapter 8) which are critical to the successful application of the new policy.

The Chapters in the report are supported by Appendices containing the data required to explain and substantiate the calculation of the charge. A full discussion of the statutory requirements for the preparation of a background study and calculation of a D.C. is provided herein.

1.2 Summary of the Process

The public meeting required under Section 12 of the D.C.A., has been scheduled for June 18, 2019. Its purpose is to present the study to the public and to solicit public



input. The meeting is also being held to answer any questions regarding the study's purpose, methodology and the proposed modifications to the Town's D.C.s.

In accordance with the legislation, the background study and proposed D.C. by-law will be available for public review on May 21, 2019.

The process to be followed in finalizing the report and recommendations includes:

- consideration of responses received prior to, at, or immediately following the Public Meeting; and
- finalization of the report and Council consideration of the by-law subsequent to the public meeting.

Figure 1-1 outlines the proposed schedule to be followed with respect to the D.C. by-law adoption process.

Figure 1-1
Schedule of Key D.C. Process Dates for the Town of Erin

1. Data collection, staff review, engineering work, D.C. calculations and policy work	January 2019 to April 2019
2. Stakeholder meeting	April 24, 2019
3. Background study and proposed by-law available to public	May 21, 2019
4. Public meeting advertisement placed in newspaper(s)	No later than May 28, 2019
5. Public meeting of Council	June 18, 2019
6. Council considers adoption of background study and passage of by-law	July 22, 2019
7. Newspaper notice given of by-law passage	By 20 days after passage
8. Last day for by-law appeal	40 days after passage
9. Town makes pamphlet available (where by-law not appealed)	By 60 days after in force date



1.3 Changes to the D.C.A.: Smart Growth for our Communities Act, 2015 (Bill 73)

With the amendment of the D.C.A. (as a result of Bill 73 and O.Reg. 428/15), there are a number of areas that must be addressed to ensure that the Town is in compliance with the D.C.A., as amended. The following provides an explanation of the changes to the Act that affect the Town's Background Study and how they have been dealt with to ensure compliance with the amended legislation.

1.3.1 Area Rating

Bill 73 has introduced two new sections where Council must consider the use of area-specific charges:

- 1) Section 2(9) of the Act now requires a municipality to implement area-specific D.C.s for either specific services which are prescribed and/or for specific municipalities which are to be regulated. (Note that at this time, no municipalities or services are prescribed by the Regulations.)
- 2) Section 10(2)c.1 of the D.C.A. requires that, "the development charges background study shall include consideration of the use of more than one development charge by-law to reflect different needs for services in different areas."

In regard to the first item, there are no services or specific municipalities identified in the regulations which must be area-rated. The second item requires Council to consider the use of area rating.

1.3.2 Asset Management Plan for New Infrastructure

The new legislation now requires that a D.C. background study must include an Asset Management Plan (s.10 (2) c.2). The asset management plan must deal with all assets that are proposed to be funded, in whole or in part, by D.C.s. The current regulations provide very extensive and specific requirements for the asset management plan related to transit services; however, they are silent with respect to how the asset management plan is to be provided for all other services. As part of any asset management plan, the examination should be consistent with the municipality's existing assumptions, approaches and policies on asset management planning. This



examination may include both qualitative and quantitative measures such as examining the annual future lifecycle contributions needs (discussed further in Appendix F of this report).

1.3.3 60-Day Circulation of D.C. Background Study

Previously the legislation required that a D.C. background study be made available to the public at least two weeks prior to the public meeting. The amended legislation now provides that the D.C. background study must be made available to the public (including posting on the municipal website) at least 60 days prior to passage of the D.C. by-law. No other changes were made to timing requirements for such things as notice of the public meeting and notice of by-law passage.

This D.C. study is being provided to the public on May 21, 2019 to ensure the new requirements for release of the study is met.

1.3.4 Timing of Collection of D.C.s

The D.C.A. has been refined by Bill 73 to require that D.C.s are collected at the time of the first building permit. For the majority of development, this will not impact the Town's present process. There may be instances, however, where several building permits are to be issued and either the size of the development or the uses will not be definable at the time of the first building permit. In these instances, the Town may enter into a delayed payment agreement in order to capture the full development.

1.3.5 Other Changes

It is also noted that a number of other changes were made through Bill 73 and O.Reg. 428/15 including changes to the way in which Transit D.C. service standards are calculated, the inclusion of Waste Diversion and the ability for collection of additional levies; however, these sections do not impact the Town's D.C.



1.4 Proposed Changes to the D.C.A.: Bill 108 – An Act to Amend Various Statutes with Respect to Housing, Other Development and Various Other Matters

On May 2, 2019, the Province introduced Bill 108 which proposes changes to the Development Charges Act. The Bill has been introduced as part of the Province's "More Homes, More Choice: Ontario's Housing Supply Action Plan". The Bill was given first reading and is expected to be debated over the coming months.

The Act proposes that any Development Charge (D.C.) by-laws passed after May 2, 2019 will be affected by these proposed changes. Any by-laws which were passed prior to this date will remain in effect until it is either repealed or expires. A summary of the proposed changes to the Development Charges Act (D.C.A.) is provided below:

Changes to Eligible Services – the Bill will remove "Soft Services" from the D.C.A. These services will be considered as part of a new Community Benefit Charge (discussed below) imposed under the Planning Act. Eligible services which will remain under the D.C.A. are as follows:

- Water supply services, including distribution and treatment services;
- Waste water services, including sewers and treatment services;
- Storm water drainage and control services;
- Services related to a highway as defined in subsection 1 (1) of the Municipal Act, 2001 or subsection 3 (1) of the City of Toronto Act, 2006, as the case may be;
- Electrical power services;
- Policing services;
- Fire protection services;
- Toronto-York subway extension, as defined in subsection 5.1 (1);
- Transit services other than the Toronto-York subway extension;
- Waste diversion services; and
- Other services as prescribed.

Waste Diversion – the Bill will remove the mandatory 10% deduction for this service.

Payment in Installments over Six Years – the Bill proposes that Rental Housing, Non-Profit Housing and Commercial/Industrial/Institutional developments pay their



development charges in six equal annual payments commencing the earlier of the date of issuance of a building permit or occupancy. If payments are not made, interest may be charged (at a prescribed rate) and may be added to the property and collected as taxes.

When D.C. Amount is Determined – the Bill proposes that the D.C. amount for all developments proceeding by Site Plan or requiring a zoning amendment, shall be determined based on the D.C. charge in effect on the day of the application for Site Plan or zoning amendment. If the development is not proceeding via these planning approvals then the amount is determined the earlier of the date of issuance of a building permit or occupancy.

Soft Services to be Included in a new Community Benefit Charge under the Planning Act – it is proposed that a municipality may by by-law impose community benefits charges against land to pay for the capital costs of facilities, services and matters required because of development or redevelopment in the area to which the by-law applies. These services may not include services authorized by the D.C.A. Various provisions are provided as follows:

- Before passing a community benefits charge by-law, the municipality shall prepare a community benefits charge strategy that, (a) identifies the facilities, services and matters that will be funded with community benefits charges and (b) complies with any prescribed requirements;
- The amount of a community benefits charge payable shall not exceed an amount equal to the prescribed percentage of the value of the land as of the valuation date;
- The valuation date is the day before building permit issuance;
- Valuations will be based on appraised value of land. Various requirements are set out in this regard;
- All money received by the municipality under a community benefits charge by-law shall be paid into a special account;
- In each calendar year, a municipality shall spend or allocate at least 60 percent of the monies that are in the special account at the beginning of the year;
- Requirements for annual reporting shall be prescribed; and

Transitional provisions are set out regarding the D.C. reserve funds and D.C. credits.



Chapter 2

Current Town of Erin Policy



2. Current Town of Erin Policy

2.1 Schedule of Charges

On June 22, 2014, the Town of Erin passed By-law, 14-35 under the D.C.A. The by-law imposes D.C.s for residential and non-residential uses.

The table below provides the rates currently in effect, as at January 1, 2019.

Table 2-1
Town of Erin
Current D.C. Rates

Service	Residential				Non-Residential
	Single & Semi Detached	Multiples	Apartments with >= 2 Bedrooms	Apartments with < 2 Bedrooms	per sq.ft.
Town Wide Services:					
Transportation Services	6,267	4,874	3,558	3,017	3.00
Fire Protection Services	2,444	1,901	1,389	1,178	0.99
Parks and Recreation Services	2,041	1,587	1,160	982	0.21
Administration - Studies	798	621	454	385	0.38
Total Town Wide Services	11,551	8,983	6,561	5,561	4.58
Urban Services:					
Water Services	3,554	2,765	2,020	1,711	1.48
Total Urban Services	3,554	2,765	2,020	1,711	1.48
Grand Total - Rural Area	11,551	8,983	6,561	5,561	4.58
Grand Total - Urban Area	15,104	11,748	8,580	7,272	6.06

2.2 Services Covered

The following services are covered under By-laws 14-35:

- Transportation Services (now being referred to Services Related to a Highway);
- Fire Protection Services;
- Parks and Recreation;
- Administration - Studies; and
- Water Services.



2.3 Timing of D.C. Calculation and Payment

D.C.s are calculated and payable in full on the date the first building permit is issued in relation to a building or structure or land to which the D.C. applies. The Town may require an owner to enter into an agreement for all or part of a D.C. to be paid before or after it otherwise would be payable.

2.4 Indexing

By-law 14-35 provides for the annual indexing of charges on January 1st of each year, without amendment to the by-law, in accordance with the prescribed index in the Act.

2.5 Redevelopment Allowance

Where there is a redevelopment of land, a building or structure existing on the same land within 48 months prior to the date of payment of development charges in regard to such redevelopment was, or is to be demolished, in whole or in part, or converted from one principal use to another principal use on the same land, in order to facilitate the redevelopment, the development charges otherwise payable with respect to such redevelopment shall be reduced by the following amounts:

1. In the case of a residential building or structure, or in the case of a mixed-use building or structure, the residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable development charge under subsection 3.11 of the D.C. by-law by the number, according to type, of dwelling units that have been or will be demolished or converted to another principal use;
2. In the case of a non-residential building or structure or, in the case of mixed-use building or structure, the non-residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable development charges under subsection 3.12 of the D.C.by-law, by the gross floor area that has been or will be demolished or converted to another principal use;

Provided that such amounts shall not exceed, in total, the amount of the development charges otherwise payable with respect to the development.



2.6 Exemptions

The following non-statutory exemptions are provided under By-law 14-35:

- Lands, buildings or structures used or to be used for a place of worship or for the purposes of a cemetery or burial ground exempt from taxation under the Assessment Act;
- A public hospital receiving aid under the Public Hospitals Act, R.S.O. 1990, Chap.P.40, as amended, or any successor thereof; and
- The development of non-residential farm buildings constructed for bona fide farm uses, which qualify as a farm business, being that which operates with a valid Farm Business Registration Number and is assessed in the Farmland Realty Tax Class.



Chapter 3

Anticipated Development in the Town of Erin



3. Anticipated Development in the Town of Erin

3.1 Requirement of the Act

The growth forecast contained in this chapter (with supplemental tables in Appendix A) provides for the anticipated development for which the Town of Erin will be required to provide services, over a 10-year (mid-2019 to mid-2029), and longer time horizons to mid-2031, mid-2041 and urban buildout.

Chapter 4 provides the methodology for calculating a D.C. as per the D.C.A. Figure 4-1 presents this methodology graphically. It is noted in the first box of the schematic that in order to determine the D.C. that may be imposed, it is a requirement of Section 5 (1) of the D.C.A. that “the anticipated amount, type and location of development, for which development charges can be imposed, must be estimated.”

3.2 Basis of Population, Household and Non-Residential Gross Floor Area Forecast

In early 2019 the Town of Erin had retained Dillion Consulting Ltd. (Dillion) in association with Watson to provide a Growth Management Strategy (G.M.S) for the Town. A key objective of the Town of Erin G.M.S. is to provide a long-term vision regarding how and where the Town’s population and employment base will grow to the year 2041. In the absence of a finalized G.M.S., an interim growth forecast has been developed to support the Town’s 2019 D.C. background study. This interim forecast provides direction regarding long-term urban and rural population, housing and employment growth for the Town. For the purpose of this study, urban buildout represents the development of the Town’s designated urban lands at a mature state in accordance with identified capacity for wastewater services¹. The Town’s G.M.S study is anticipated to be completed in the fall of 2019.

The 2019 D.C. growth forecast is consistent with Wellington County Official Plan Amendment (O.P.A.) 99 revised June 1, 2018 as per the OPA 99 Ontario Municipal

¹ Town of Erin, Development Charges – Wastewater Background Information. Ainley Group. April 2019.



Board (O.M.B.) draft on June 16, 2017. In accordance with the growth analysis provided herein, the upper range has been assumed regarding the Town's 2041 population forecast. In preparing the 2019 D.C. growth forecast, the following additional information sources were consulted to further assess the residential and non-residential development potential for the Town of Erin over the forecast period, including:

- The Town of Erin Development Charges Background Study, Watson & Associates Economists Ltd., June 24, 2014;
- 2006, 2011 and 2016 population, household and employment Census data;
- 2006, 2011 and 2016 Census commuting and employment data; and
- Historical residential and non-residential building permit data over the 2009 to 2018 period.

3.3 Summary of Growth Forecast

A detailed analysis of the residential and non-residential growth forecasts is provided in Appendix A and the methodology employed is illustrated in Figure 3-1. The discussion provided herein summarizes the anticipated growth for the Town and describes the basis for the forecast. The results of the residential growth forecast analysis are summarized in Table 3-1 below, and *Schedule 1* in Appendix A.

As identified in Table 3-1 and Appendix A, *Schedule 1*, the Town's population is anticipated to reach approximately 13,180 by mid-2029 and 18,160 by mid-2041, resulting in an increase of 1,600 and 6,590 persons, respectively, over the 10-year and longer term (2019 to 2041) forecast periods.¹

¹ The population figures used in the calculation of the 2019 D.C. exclude the net Census undercount, which is estimated at approximately 4.1%.



Figure 3-1
Population and Household Forecast Model

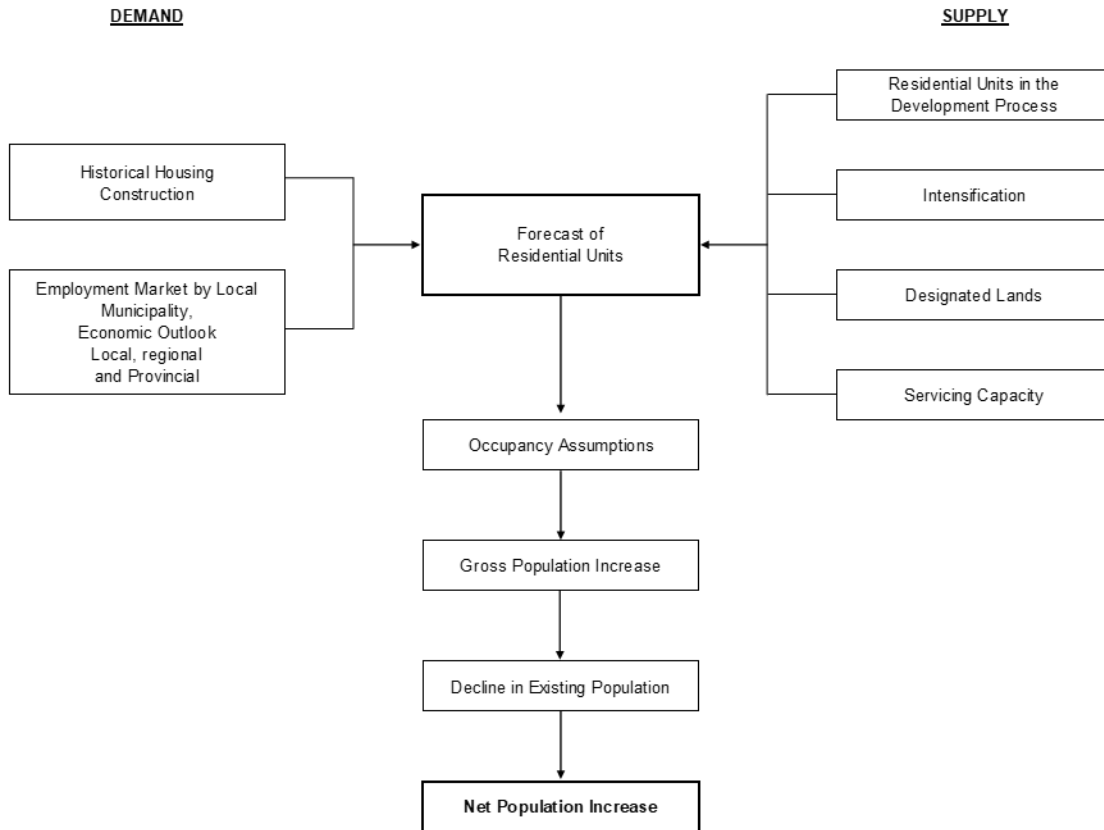




Table 3-1
Town of Erin
Residential Growth Forecast Summary

	Year	Population (Including Census Undercount) ¹	Excluding Census Undercount			Housing Units					Person Per Unit (P.P.U.): Total Population/ Total Households	
			Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi-Detached	Multiple Dwellings ²	Apartments ³	Other	Total Households		Equivalent Institutional Households
Historical	Mid 2006	11,610	11,148	43	11,105	3,495	65	125	115	3,800	39	2.934
	Mid 2011	11,890	11,418	45	11,373	3,755	10	95	95	3,955	41	2.887
	Mid 2016	11,910	11,439	39	11,400	3,805	35	120	150	4,110	35	2.783
Forecast	Mid 2019	12,050	11,571	40	11,531	3,889	35	132	150	4,206	36	2.751
	Mid 2029	13,720	13,178	46	13,132	4,480	78	148	150	4,857	42	2.713
	Mid 2031	14,340	13,774	47	13,727	4,682	103	184	150	5,118	43	2.691
	Mid 2041	18,900	18,160	62	18,098	5,878	187	274	150	6,489	56	2.799
	Buildout ⁴	24,868	23,889	76	23,813	7,075	437	1,041	150	8,703	69	2.745
Incremental	Mid 2006 - Mid 2011	280	270	2	268	260	-55	-30	-20	155	2	
	Mid 2011 - Mid 2016	20	21	-6	27	50	25	25	55	155	-6	
	Mid 2016 - Mid 2019	140	132	1	131	84	0	12	0	96	1	
	Mid 2019 - Mid 2029	1,670	1,607	6	1,601	591	43	16	0	651	6	
	Mid 2019 - Mid 2031	2,290	2,203	7	2,196	793	68	52	0	912	7	
	Mid 2019 - Mid 2041	6,850	6,589	22	6,567	1,989	152	142	0	2,283	20	
	Mid 2019 - Buildout ⁴	12,818	12,318	36	12,282	3,186	402	909	0	4,497	33	

Derived from Wellington County Official Plan (Revisions November 9, 2017) forecast for the Town of Erin by Watson & Associates Economists Ltd., 2019

¹ Census undercount estimated at approximately 4.1%. Note: Population including the undercount has been rounded.

² Includes townhouses and apartments in duplexes.

³ Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

⁴ Buildout represents the buildout of urban residential excluding rural development.



Provided below is a summary of the key assumptions and findings regarding the Town of Erin D.C. growth forecast.

1. Housing Unit Mix (Appendix A – Schedules 1, 6 and 7)

- The housing unit mix for the Town has been derived from a detailed review of historical development activity (as per Schedule 7), as well as residential development potential applications (as per Schedule 6) based upon wastewater servicing capacities.
- In accordance with the above indicators, the 2019 to 2029 household growth forecast is comprised of a unit mix of 91% low density (single detached and semi-detached), 7% medium density (multiples except apartments) and 3% high density (bachelor, 1-bedroom and 2-bedroom apartments).

2. Geographic Location of Residential Development (Appendix A – Schedule 2)

- Schedule 2 summarizes the anticipated amount, type and location of development for the Town of Erin.
- In accordance with forecast demand and available land supply, the percentage of forecast housing growth between 2019 and 2029 by development location is summarized below.

Development Location	Percentage Housing Growth, 2019-2029
Urban Total (Erin Village/Hillsburgh)	80%
<i>Rural</i>	20%
<i>Total</i>	100%

3. Planning Period

- Short and longer-term time horizons are required for the D.C. process. The D.C.A. limits the planning horizon for certain services, such as parks, recreation and libraries, to a 10-year planning horizon. Services related to



a highway, public works, fire, water and wastewater services can utilize a longer planning period.

4. Population in New Units (Appendix A - Schedules 3, 4 and 5)

- Over the 2019 to 2029 forecast period, the Town is anticipated to average approximately 65 new housing units per year. From 2019 to 2041 forecast period, the Town is anticipated to average 104 units per year.
- The institutional population¹ is anticipated to grow by 6 persons between 2019 to 2029.
- Population in new units is derived from Schedules 3, 4, and 5, which incorporate historical development activity, anticipated units (see unit mix discussion) and average persons per unit (P.P.U.) by dwelling type for new units.¹
- Schedules 8a and 8b summarize the P.P.U. for the new housing units by age and type of dwelling based on a 2016 custom Census data. The total calculated P.P.U. for all density types has been upward adjusted to account for historical P.P.U. trends which have been recently experienced in both new and older units. Forecasted 25-year average P.P.U.s by dwelling type are as follows:
 - Low density: 3.193
 - Medium density: 2.314
 - High density²: 1.542

5. Existing Units and Population Change (Appendix A - Schedules 3, 4 and 5)

- Existing households for 2019 are based on the 2016 Census households, plus estimated residential units constructed between mid-2016 and mid-2019 assuming a 6-month lag between construction and occupancy (see Schedule 3).
- The decline in average occupancy levels for existing housing units is calculated in Schedules 3 through 5, by aging the existing population over

¹ Institutional includes special care facilities such as nursing home or residences for senior citizens. A P.P.U. of 1.100 depicts 1-bedroom and 2 or more bedroom units in these special care facilities.

² Includes bachelor, 1-bedroom and 2 or more bedroom apartments



the forecast period. The forecast population decline in existing households over the 2019 to 2029 forecast period is approximately 410.

6. Employment (Appendix A, Schedules 10a, 10b, 10c and 11)

- Employment projections are largely based on the activity rate method, which is defined as the number of jobs in a municipality divided by the number of residents. Key employment sectors include primary, industrial, commercial/ population-related, institutional, and work at home, which are considered individually below.
- 2016 employment data¹ (place of work) for the Town of Erin is outlined in Schedule 10a. The 2016 employment base is comprised of the following sectors:
 - 150 primary (5%);
 - 845 work at home employment (28%);
 - 670 industrial (22%);
 - 915 commercial/population related (31%); and
 - 410 institutional (14%).
- 2016 employment by usual place of work, including work at home, is estimated at 2,990. An additional 880 employees have been identified for the Town in 2016 that have no fixed place of work (N.F.P.O.W.).² The 2016 employment base, including N.F.P.O.W., totals approximately 3,870.
- Total employment, including work at home and N.F.P.O.W., for the Town of Erin is anticipated to reach approximately 4,350 by 2029 and 5,240 by 2041. This represents an employment increase of 430 for the 10-year forecast period, and 1,320 for the 2019 to 2041 forecast period.
- Schedule 10b, Appendix A, summarizes the employment forecast, excluding work at home employment and N.F.P.O.W. employment, which

¹ 2016 employment is based on Statistics Canada 2016 Place of Work Employment dataset by Watson & Associates Economists Ltd.

² Statistics Canada defines "No Fixed Place of Work" (N.F.P.O.W.) employees as, "persons who do not go from home to the same work place location at the beginning of each shift. Such persons include building and landscape contractors, travelling salespersons, independent truck drivers, etc."



is the basis for the D.C. employment forecast. The impact on municipal services from work at home employees has already been included in the population forecast. The need for municipal services related to N.F.P.O.W. employees has largely been included in the employment forecast by usual place of work (i.e. employment and gross floor area generated from N.F.P.O.W. construction employment). Furthermore, since these employees have no fixed work address, they cannot be captured in the non-residential gross floor area (G.F.A.) calculation.

- Total employment for the Town of Erin (excluding work at home and N.F.P.O.W. employment) is anticipated to reach approximately 2,380 by 2029 and 2,970 by 2041. This represents an employment increase of approximately 205 and 800 over the 10-year and 2019 to 2041 forecast periods, respectively.

7. Non-Residential Sq.ft. Estimates (Gross Floor Area (G.F.A.), Appendix A, Schedule 10b)

- Square footage estimates were calculated in Schedule 10b based on the following employee density assumptions:
 - 1,300 sq.ft. per employee for industrial;
 - 550 sq.ft. per employee for commercial/population-related; and
 - 700 sq.ft. per employee for institutional employment.
- The Town-wide incremental Gross Floor Area (G.F.A.) increase is anticipated to be 185,900 sq.ft. over the 10-year forecast period and 644,700 sq.ft. over the 2019 to 2041 forecast period.
- In terms of percentage growth, the 2019 to 2029 incremental G.F.A. forecast by sector is broken down as follows:
 1. industrial – 67%;
 2. commercial/population-related – 30%; and
 3. institutional – 3%.

8. Geographic Location of Non-Residential Development

- In accordance with forecast demand and available land supply, 100% of future non-residential growth will occur within the urban boundaries.



Chapter 4

The Approach to the Calculation of the Charge



4. The Approach to the Calculation of the Charge

4.1 Introduction

This chapter addresses the requirements of s.s.5(1) of the D.C.A. with respect to the establishment of the need for service which underpins the D.C. calculation. These requirements are illustrated schematically in Figure 4-1.

4.2 Services Potentially Involved

Table 4-1 lists the full range of municipal service categories which are provided within the Town.

A number of these services are defined in s.s.2(4) of the D.C.A. as being ineligible for inclusion in D.C.s. These are shown as “ineligible” on Table 4-1. Two ineligible costs defined in s.s.5(3) of the D.C.A. are “computer equipment” and “rolling stock with an estimated useful life of (less than) seven years...” In addition, local roads are covered separately under subdivision agreements and related means (as are other local services). Services which are potentially eligible for inclusion in the Town’s D.C. are indicated with a “Yes.”

4.3 Increase in the Need for Service

The D.C. calculation commences with an estimate of “the increase in the need for service attributable to the anticipated development,” for each service to be covered by the by-law. There must be some form of link or attribution between the anticipated development and the estimated increase in the need for service. While the need could conceivably be expressed generally in terms of units of capacity, s.s.5(1)3, which requires that Town Council indicate that it intends to ensure that such an increase in need will be met, suggests that a project-specific expression of need would be most appropriate.



Figure 4-1
The Process of Calculating a Development Charge under the Act
that must be followed

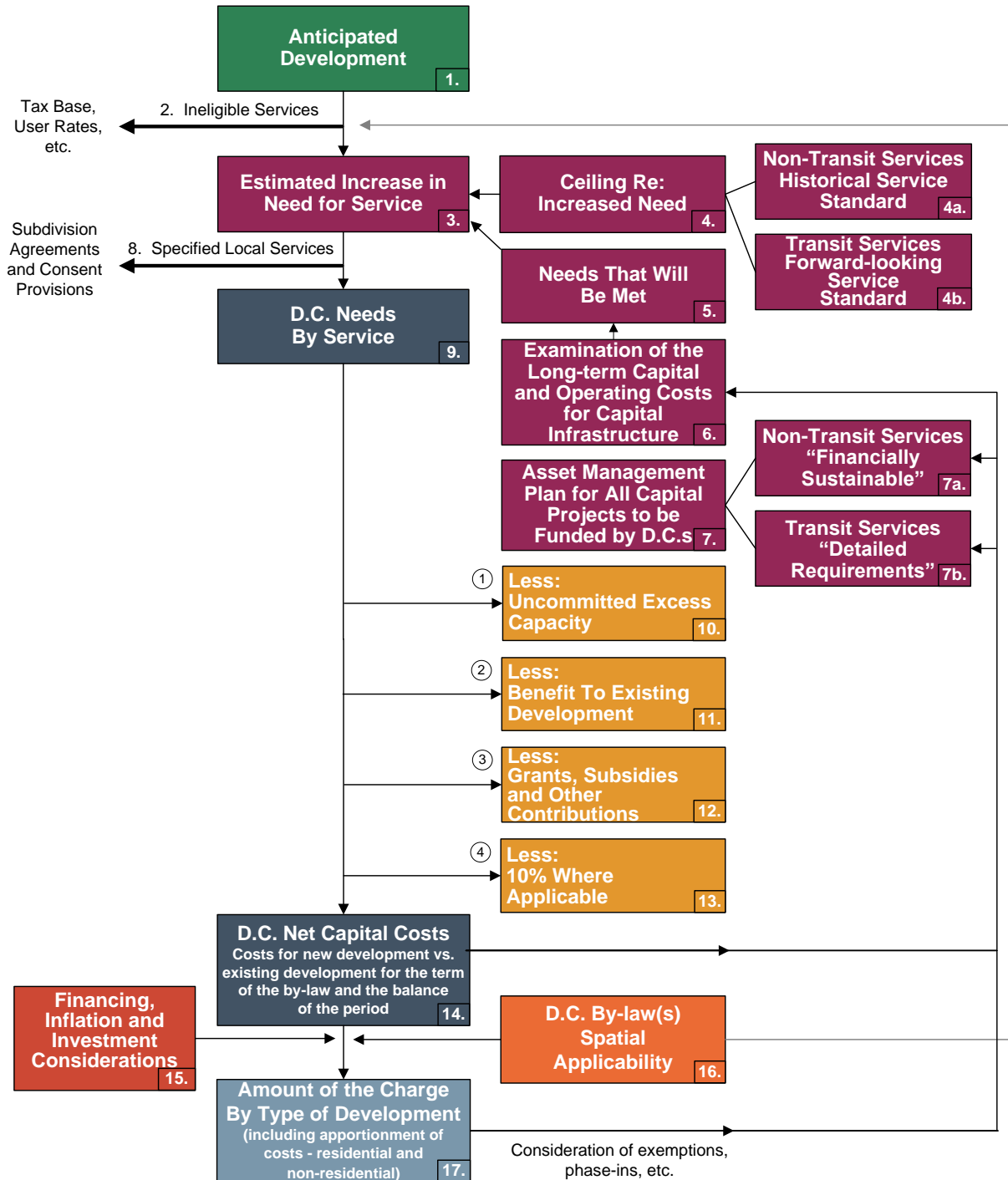




Table 4-1
Categories of Municipal Services to be Addressed as Part of the Calculation

Eligibility for Inclusion in the D.C. Calculation	Description
Yes	Municipality provides the service – service has been included in the D.C. calculation.
No	Municipality provides the service – service has not been included in the D.C. calculation.
n/a	Municipality does not provide the service.
Ineligible	Service is ineligible for inclusion in the D.C. calculation.

Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
1. Services Related to a Highway	Yes	1.1 Arterial roads	100
	Yes	1.2 Collector roads	100
	Yes	1.3 Bridges, Culverts and Roundabouts	100
	No	1.4 Local municipal roads	0
	No	1.5 Traffic signals	100
	Yes	1.6 Sidewalks and streetlights	100
	No	1.7 Active Transportation	100
2. Other Transportation Services	n/a	2.1 Transit vehicles ¹ & facilities	100
	n/a	2.2 Other transit infrastructure	100
	n/a	2.3 Municipal parking spaces - indoor	90
	Yes	2.4 Municipal parking spaces - outdoor	90
	Yes	2.5 Works Yards	100
	Yes	2.6 Rolling stock ¹	100
	n/a	2.7 Ferries	90
	n/a	2.8 Airport	90

¹with 7+ year life time

*same percentage as service component to which it pertains
computer equipment excluded throughout



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
3. Stormwater Drainage and Control Services	Yes	3.1 Main channels and drainage trunks	100
	Yes	3.2 Channel connections	100
	Yes	3.3 Retention/detention ponds	100
4. Fire Protection Services	Yes	4.1 Fire stations	100
	Yes	4.2 Fire pumpers, aerials and rescue vehicles ¹	100
	Yes	4.3 Small equipment and gear	100
5. Outdoor Recreation Services (i.e. Parks and Open Space)	Ineligible	5.1 Acquisition of land for parks, woodlots and E.S.A.s	0
	Yes	5.2 Development of area municipal parks	90
	Yes	5.3 Development of district parks	90
	Yes	5.4 Development of municipal-wide parks	90
	Yes	5.5 Development of special purpose parks	90
	Yes	5.6 Parks rolling stock ¹ and yards	90
6. Indoor Recreation Services	Yes	6.1 Arenas, indoor pools, fitness facilities, community centres, etc. (including land)	90
	Yes	6.2 Recreation vehicles and equipment ¹	90
7. Library Services	n/a	7.1 Public library space (incl. furniture and equipment)	90
	n/a	7.2 Library vehicles ¹	90
	Yes	7.3 Library materials	90
8. Electrical Power Services	Ineligible	8.1 Electrical substations	0
	Ineligible	8.2 Electrical distribution system	0
	Ineligible	8.3 Electrical system rolling stock	0

¹with 7+ year life time



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
9. Provision of Cultural, Entertainment and Tourism Facilities and Convention Centres	Ineligible	9.1 Cultural space (e.g. art galleries, museums and theatres)	0
	Ineligible	9.2 Tourism facilities and convention centres	0
10. Wastewater Services	n/a	10.1 Treatment plants	100
	n/a	10.2 Sewage trunks	100
	n/a	10.3 Local systems	0
	n/a	10.4 Vehicles and equipment ¹	100
11. Water Supply Services	Yes	11.1 Treatment plants	100
	Yes	11.2 Distribution systems	100
	No	11.3 Local systems	0
	Yes	11.4 Vehicles and equipment ¹	100
12. Waste Management Services	Ineligible	12.1 Landfill collection, transfer vehicles and equipment	0
	Ineligible	12.2 Landfills and other disposal facilities	0
	n/a	12.3 Waste diversion facilities	90
	n/a	12.4 Waste diversion vehicles and equipment ¹	90
13. Police Services	n/a	13.1 Police detachments	100
	n/a	13.2 Police rolling stock ¹	100
	n/a	13.3 Small equipment and gear	100
14. Homes for the Aged	n/a	14.1 Homes for the aged space	90
	n/a	14.2 Vehicles ¹	90
15. Child Care	n/a	15.1 Child care space	90
	n/a	15.2 Vehicles ¹	90
16. Health	n/a	16.1 Health department space	90
	n/a	16.2 Health department vehicles ¹	90
17. Social Housing	n/a	17.1 Social Housing space	90
18. Provincial Offences Act (P.O.A.)	n/a	18.1 P.O.A. space	90
19. Social Services	n/a	19.1 Social service space	90

¹with 7+ year life time



Categories of Municipal Services	Eligibility for Inclusion in the D.C. Calculation	Service Components	Maximum Potential D.C. Recovery %
20. Ambulance	n/a n/a	20.1 Ambulance station space 20.2 Vehicles ¹	90 90
21. Hospital Provision	Ineligible	21.1 Hospital capital contributions	0
22. Provision of Headquarters for the General Administration of Municipalities and Area Municipal Boards	Ineligible Ineligible Ineligible	22.1 Office space 22.2 Office furniture 22.3 Computer equipment	0 0 0
23. Other Services	Yes Yes	23.1 Studies in connection with acquiring buildings, rolling stock, materials and equipment, and improving land ² and facilities, including the D.C. background study cost 23.2 Interest on money borrowed to pay for growth-related capital	 0-100 0-100

¹with a 7+ year life time

²same percentage as service component to which it pertains

4.4 Local Service Policy

Some of the need for services generated by additional development consists of local services related to a plan of subdivision. As such, they will be required as a condition of subdivision agreements or consent conditions.



4.5 Capital Forecast

Paragraph 7 of s.s.5(1) of the D.C.A. requires that “the capital costs necessary to provide the increased services must be estimated.” The Act goes on to require two potential cost reductions and the Regulation sets out the way in which such costs are to be presented. These requirements are outlined below.

These estimates involve capital costing of the increased services discussed above. This entails costing actual projects or the provision of service units, depending on how each service has been addressed.

The capital costs include:

- a) costs to acquire land or an interest therein (including a leasehold interest);
- b) costs to improve land;
- c) costs to acquire, lease, construct or improve buildings and structures;
- d) costs to acquire, lease or improve facilities, including rolling stock (with a useful life of 7 or more years), furniture and equipment (other than computer equipment), materials acquired for library circulation, reference or information purposes;
- e) interest on money borrowed to pay for the above-referenced costs;
- f) costs to undertake studies in connection with the above-referenced matters; and
- g) costs of the D.C. background study.

In order for an increase in need for service to be included in the D.C. calculation, Town Council must indicate “...that it intends to ensure that such an increase in need will be met” (s.s.5 (1)3). This can be done if the increase in service forms part of a Council-approved Official Plan, capital forecast or similar expression of the intention of Council (O.Reg. 82/98 s.3). The capital program contained herein reflects the Town’s approved and proposed capital budgets and master servicing/needs studies.

4.6 Treatment of Credits

Section 8, paragraph 5, of O.Reg. 82/98 indicates that a D.C. background study must set out “the estimated value of credits that are being carried forward relating to the service.” Subsection 17, paragraph 4, of the same Regulation indicates that “...the



value of the credit cannot be recovered from future D.C.s,” if the credit pertains to an ineligible service. This implies that a credit for eligible services can be recovered from future D.C.s. As a result, this provision should be made in the calculation, in order to avoid a funding shortfall with respect to future service needs. The calculations herein have incorporated the Town’s outstanding credits.

4.7 Existing Reserve Funds

Section 35 of the D.C.A. states that:

“The money in a reserve fund established for a service may be spent only for capital costs determined under paragraphs 2 to 8 of subsection 5(1).”

There is no explicit requirement under the D.C.A. calculation method set out in s.s.5(1) to net the outstanding reserve fund balance as part of making the D.C. calculation; however, s.35 does restrict the way in which the funds are used in future.

For services which are subject to a per capita based, service level “cap,” the reserve fund balance should be applied against the development-related costs for which the charge was imposed once the project is constructed (i.e. the needs of recent growth). This cost component is distinct from the development-related costs for the next 10-year period, which underlie the D.C. calculation herein.

The alternative would involve the Town spending all reserve fund monies prior to renewing each by-law, which would not be a sound basis for capital budgeting. Thus, the Town will use these reserve funds for the Town’s cost share of applicable development-related projects, which are required but have not yet been undertaken, as a way of directing the funds to the benefit of the development which contributed them (rather than to future development, which will generate the need for additional facilities directly proportionate to future growth).

The Town’s D.C. reserve fund balance by service at December 31, 2018 is shown below:



Service	Totals
Services Related to a Highway	\$1,079,319.00
Fire Protection Services	\$197,768.00
Parks & Recreation Services	\$270,316.00
Administration - Studies	(\$64,805.00)
Water Services	\$215,992.00
Total	\$1,698,590.00

4.8 Deductions

The D.C.A. potentially requires that five deductions be made to the increase in the need for service. These relate to:

- the level of service ceiling;
- uncommitted excess capacity;
- benefit to existing development;
- anticipated grants, subsidies and other contributions; and
- 10% reduction for certain services.

The requirements behind each of these reductions are addressed as follows:

4.8.1 Reduction Required by Level of Service Ceiling

This is designed to ensure that the increase in need included in 4.3 does “...not include an increase that would result in the level of service (for the additional development increment) exceeding the average level of the service provided in the Municipality over the 10-year period immediately preceding the preparation of the background study...” O.Reg. 82.98 (s.4) goes further to indicate that “...both the quantity and quality of a service shall be taken into account in determining the level of service and the average level of service.”

In many cases, this can be done by establishing a quantity measure in terms of units as floor area, land area or road length per capita and a quality measure, in terms of the average cost of providing such units based on replacement costs, engineering standards or recognized performance measurement systems, depending on circumstances. When the quantity and quality factor are multiplied together, they



produce a measure of the level of service, which meets the requirements of the Act, i.e. cost per unit.

With respect to transit services, the changes to the Act as a result of Bill 73 have provided for an alternative method for calculating the services standard ceiling. Transit services must now utilize a forward-looking service standard analysis, described later in this section.

The average service level calculation sheets for each service component in the D.C. calculation are set out in Appendix B.

4.8.2 Reduction for Uncommitted Excess Capacity

Paragraph 5 of s.s.5(1) requires a deduction from the increase in the need for service attributable to the anticipated development that can be met using the Town's "excess capacity," other than excess capacity which is "committed."

"Excess capacity" is undefined, but in this case must be able to meet some or all of the increase in need for service, in order to potentially represent a deduction. The deduction of uncommitted excess capacity from the future increase in the need for service would normally occur as part of the conceptual planning and feasibility work associated with justifying and sizing new facilities, e.g. if a road widening to accommodate increased traffic is not required because sufficient excess capacity is already available, then widening would not be included as an increase in need, in the first instance.

4.8.3 Reduction for Benefit to Existing Development

Section 5(1)6 of the D.C.A. provides that, "The increase in the need for service must be reduced by the extent to which an increase in service to meet the increased need would benefit existing development." The general guidelines used to consider benefit to existing development included the following:

- the repair or unexpanded replacement of existing assets that are in need of repair;
- an increase in average service level of quantity or quality (compare water as an example);
- the elimination of a chronic servicing problem not created by growth; and



- providing services where none previously existed (generally considered for water or wastewater services).

This step involves a further reduction in the need, by the extent to which such an increase in service would benefit existing development. The level of services cap in 4.4 is related but is not the identical requirement. Sanitary, storm and water trunks are highly localized to growth areas and can be more readily allocated in this regard than other services such as services related to a highway, which do not have a fixed service area.

Where existing development has an adequate service level which will not be tangibly increased by an increase in service, no benefit would appear to be involved. For example, where expanding existing library facilities simply replicates what existing residents are receiving, they receive very limited (or no) benefit as a result. On the other hand, where a clear existing service problem is to be remedied, a deduction should be made accordingly.

In the case of services such as recreation facilities, community parks, libraries, etc., the service is typically provided on a Town-wide system basis. For example, facilities of the same type may provide different services (i.e. leisure pool vs. competitive pool), different programs (i.e. hockey vs. figure skating) and different time availability for the same service (i.e. leisure skating available on Wednesday in one arena and Thursday in another). As a result, residents will travel to different facilities to access the services they want at the times they wish to use them, and facility location generally does not correlate directly with residence location. Even where it does, displacing users from an existing facility to a new facility frees up capacity for use by others and generally results in only a very limited benefit to existing development. Further, where an increase in demand is not met for a number of years, a negative service impact to existing development is involved for a portion of the planning period.

4.8.4 Reduction for Anticipated Grants, Subsidies and Other Contributions

This step involves reducing the capital costs necessary to provide the increased services by capital grants, subsidies and other contributions (including direct developer contributions required due to the local service policy) made or anticipated by Council and in accordance with various rules such as the attribution between the share related



to new vs. existing development. That is, some grants and contributions may not specifically be applicable to growth or where Council targets fundraising as a measure to offset impacts on taxes (O.Reg. 82.98 s.6).

4.8.5 The 10% Reduction

Paragraph 8 of s.s. (1) of the D.C.A. requires that, “the capital costs must be reduced by 10 percent.” This paragraph does not apply to water supply services, waste water services, storm water drainage and control services, services related to a highway, police and fire protection services. The primary services to which the 10% reduction does apply include services such as parks, recreation, libraries, childcare/social services, the Provincial Offences Act, ambulance, homes for the aged, and health.

The 10% is to be netted from the capital costs necessary to provide the increased services, once the other deductions have been made, as per the infrastructure costs sheets in Chapter 5.

4.9 Municipal-wide vs. Area Rating

This step involves determining whether all of the subject costs are to be recovered on a uniform municipal-wide basis or whether some or all are to be recovered on an area-specific basis. Under the amended D.C.A., it is now mandatory to “consider” area-rating of services (providing charges for specific areas and services), however, it is not mandatory to implement area-rating. Further discussion is provided in section 7.4.4.

4.10 Allocation of Development

This step involves relating the costs involved to anticipated development for each period under consideration and using allocations between residential and non-residential development and between one type of development and another, to arrive at a schedule of charges.

4.11 Asset Management

The new legislation now requires that a D.C. Background Study must include an Asset Management Plan (s. 10 (2)c.2). The asset management plan must deal with all assets



that are proposed to be funded, in whole or in part, by D.C.s. The current regulations provide very extensive and specific requirements for the asset management plan related to transit services (as noted in the subsequent subsection); however, they are silent with respect to how the asset management plan is to be provided for all other services. As part of any asset management plan, the examination should be consistent with the municipality's existing assumptions, approaches and policies on the asset management planning. This examination has been included in Appendix F.

4.12 Transit

The most significant changes to the Act relate to the transit service. These changes relate to four areas of the calculations, as follows:

- A. Transit no longer requires the statutory 10% mandatory deduction from the net capital cost (section 5.2(i) of the D.C.A.).
- B. The Background Study requires the following in regard to transit costs (as per section 8(2) of the Regulations):
 1. The calculations that were used to prepare the estimate for the planned level of service for the transit services, as mentioned in subsection 5.2(3) of the Act.
 2. An identification of the portion of the total estimated capital cost relating to the transit services that would benefit,
 - i. the anticipated development over the 10-year period immediately following the preparation of the background study, or
 - ii. the anticipated development after the 10-year period immediately following the preparation of the background study.
 3. An identification of the anticipated excess capacity that would exist at the end of the 10-year period immediately following the preparation of the background study.
 4. An assessment of ridership forecasts for all modes of transit services proposed to be funded by the development charge over the 10-year period immediately following the preparation of the background study, categorized



- by development types, and whether the forecasted ridership will be from existing or planned development.
5. An assessment of the ridership capacity for all modes of transit services proposed to be funded by the development charge over the 10-year period immediately following the preparation of the background study.
- C. A new forward-looking service standard (as per 6.1(2) of the Regulations):
1. The service is a discrete service.
 2. No portion of the service that is intended to benefit anticipated development after the 10-year period immediately following the preparation of the background study may be included in the estimate.
 3. No portion of the service that is anticipated to exist as excess capacity at the end of the 10-year period immediately following the preparation of the background study may be included in the estimate.
- D. A very detailed asset management strategy and reporting requirements (section 6.1(3) of the Regulation) that includes lifecycle costs, action plans that will enable the assets to be sustainable, summary of how to achieve the proposed level of service, discussion on procurement measures and risk.

The Town does not currently provide Town-wide transit services. Therefore, the above calculations and reporting requirements are not required.



Chapter 5

D.C.-Eligible Cost Analysis by Service



5. D.C.-Eligible Cost Analysis by Service

5.1 Introduction

This chapter outlines the basis for calculating eligible costs for the D.C.s to be applied on a uniform basis. In each case, the required calculation process set out in s.5(1) paragraphs 2 to 8 in the D.C.A. and described in Chapter 4, was followed in determining D.C. eligible costs.

The nature of the capital projects and timing identified in the Chapter reflects Council's current intention. However, over time, Town projects and Council priorities change and accordingly, Council's intentions may alter and different capital projects (and timing) may be required to meet the need for services required by new growth.

5.2 Service Levels and 10-Year Capital Costs for D.C. Calculation

This section evaluates the development-related capital requirements for all of the “softer” services over a 10-year planning period. Each service component is evaluated on two format sheets: the average historical 10-year level of service calculation (see Appendix B), which “caps” the D.C. amounts; and, the infrastructure cost calculation, which determines the potential D.C. recoverable cost.

5.2.1 Parks and Recreation

The Town currently has 31.67 acres of parkland within its jurisdiction. These parks consist of various sized Town, community and neighbourhood parks. The Town has sustained the current level of service over the historical 10-year period (2009-2018), with an average of 2.8 acres of parkland 1,000 population. The Town also provides 3.4 amenities per 1,000 population. Including parkland and parkland amenities (e.g. tennis courts, playground equipment, soccer fields, etc.), the level of service provided is approximately \$398 per capita. When applied over the forecast period, this average level of service translates into a D.C.-eligible amount of \$639,313.



With respect to recreation facilities, the Town provides a total of 83,898 sq.ft. of recreation related space. The average historical level of service for the previous ten years has been approximately 7.28 sq.ft. of space per capita or an investment of \$1,842 per capita. Based on this service standard, the Town would be eligible to collect \$2,960,528 from D.C.s for recreation facility space.

The Town's Park and Recreation department currently operates and maintains 8 vehicles, which has provided a current level of service over the 10-year historical period (2009-2018) of 0.6 vehicles per 1,000 population. This translates to an investment of \$32 per capita and a total D.C.-eligible amount of \$51,344.

Therefore, the total D.C.-eligible recovery for parks and recreation is \$3,651,185.

Based on the projected growth over the 10-year forecast period, the Town has identified \$4,095,259 in future growth capital costs for parks and recreation. Of this amount, \$154,259 is related to the Barbour Fields debenture (principal and discounted interest). These projects include, the development of additional parks throughout the Town, additional equipment, and a provision to recognize proposed projects within the Town's Parks and Recreation Master Plan. Deductions for the benefit of existing developments of \$254,400 has been made, along with the deduction of \$270,316 to recognize the reserve fund balance surplus. The net growth capital cost after the mandatory 10% deduction and the allocation of reserve balance of \$3,201,883 for inclusion in the D.C.

As the predominant users of outdoor recreation tend to be residents of the Town, the forecast growth-related costs have been allocated 95% to residential and 5% to non-residential.



Infrastructure Costs Included in the Development Charges Calculation

Town of Erin
Service: Parks & Recreation

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Subtotal	Less:	Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development		Other (e.g. 10% Statutory Deduction)	Total	Residential Share	Non-Residential Share
2019-2028											95%	5%	
	Recreation Projects												
1	Expansion of Parking Lot at Erin Community Centre	2020	80,000	-		80,000	20,000		60,000	6,000	54,000	51,300	2,700
2	Barbour Fields Expansion Debenture > @ 3.86% (15 year term) (Principal)	2019-2025	142,492	-		142,492	-		142,492	-	142,492	135,367	7,125
3	Barbour Fields Expansion Debenture > @ 3.86% (15 year term) (Discounted Interest)	2019-2025	11,767	-		11,767	-		11,767	-	11,767	11,179	588
4	Tractor and Equipment	2019	63,000	-		63,000	50,400		12,600	1,260	11,340	10,773	567
5	Recreation Software	2019	40,000	-		40,000	4,000		36,000	3,600	32,400	30,780	1,620
6	Mower	2020	30,000	-		30,000	-		30,000	3,000	27,000	25,650	1,350
7	Erin Community Centre - accessibility renovations/upgrades	2019	160,000	-		160,000	80,000		80,000	8,000	72,000	68,400	3,600
8	Emergency Response Centre	2019-2022	200,000	-		200,000	100,000		100,000	10,000	90,000	85,500	4,500
	Parks Projects												
9	Dog Park	2020	28,000	-		28,000	-		28,000	2,800	25,200	23,940	1,260
10	Splash Pad	2022	350,000	-		350,000	-		350,000	35,000	315,000	299,250	15,750
11	Walking Trails - Rotary River Walk	2019	390,000	-		390,000	-		390,000	39,000	351,000	333,450	17,550
12	Provision for additional parks & recreation projects resulting from the Parks and Recreation Master Plan	2019-2028	2,600,000	-		2,600,000	-		2,600,000	260,000	2,340,000	2,223,000	117,000
13	Reserve Fund Adjustment	Reserve	-	-		-	270,316		(270,316)	-	(270,316)	(256,800)	(13,516)
	Total		4,095,259	-	-	4,095,259	524,716	-	3,570,543	368,660	3,201,883	3,041,789	160,094



5.2.2 Administration Studies

The D.C.A. permits the inclusion of studies undertaken to facilitate the completion of the Town's capital works program. The Town has made provision for the inclusion of new studies undertaken to facilitate this D.C. process, as well as other studies which benefit growth (in whole or in part). As discussed in section 1.4 of this D.C. study, Bill 108 proposes to remove the "soft" services from the D.C.A. and move it as part of a new Community Benefit Charge. In anticipation of this change, administration studies have been separated in two categories, Engineering Studies and Community Based Studies.

5.2.2.1 Engineering Studies

The list of engineering studies includes such studies as the following:

- D.C. Studies;
- Water Rate Study and Financial Plan;
- Wastewater Financing Options;
- Water Environmental Assessment;
- Wastewater Environmental Assessment; and
- Fire Master Plans.

The cost of these studies is \$2,071,600, with an additional \$54,892 to recover the reserve fund deficit. A deduction of \$836,830 has been made to recognize existing benefit. Therefore, the net growth-related capital cost, after the mandatory 10% deduction and the application of the existing reserve balance, is \$1,280,662 and has been included in the D.C.

These costs have been allocated 89% residential and 11% non-residential based on the incremental growth in population to employment for the 10-year forecast period.



Infrastructure Costs Included in the Development Charges Calculation

Town of Erin
Service: Administration Studies - Engineering Studies

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Subtotal	Less:	Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development		Other (e.g. 10% Statutory Deduction)	Total	Residential Share	Non-Residential Share
2019-2028											89%	11%	
1	Development Charges Study	2019	45,000	-		45,000	-		45,000	4,500	40,500	36,045	4,455
2	Development Charges Study	2024	45,000	-		45,000	-		45,000	4,500	40,500	36,045	4,455
3	Water Rate Study / Financial Plan	2019	20,000	-		20,000	18,000		2,000	-	2,000	1,780	220
4	Water Rate Study / Financial Plan	2024	20,000	-		20,000	18,000		2,000	-	2,000	1,780	220
5	Wastewater Financing Options	2019	30,000	-		30,000	-		30,000	-	30,000	26,700	3,300
6	Water Environmental Assessment	2019	806,300	-		806,300	80,630		725,670	-	725,670	645,846	79,824
7	Wastewater Environmental Assessment	2019	1,005,300	-		1,005,300	670,200		335,100	-	335,100	298,239	36,861
8	Fire Master Plan	2020	50,000	-		50,000	25,000		25,000	-	25,000	22,250	2,750
9	Fire Master Plan	2025	50,000	-		50,000	25,000		25,000	-	25,000	22,250	2,750
10	Reserve Fund Adjustment	Reserve	54,892	-		54,892	-		54,892	-	54,892	48,854	6,038
	Total		2,126,492	-	-	2,126,492	836,830	-	1,289,662	9,000	1,280,662	1,139,789	140,873



5.2.2.2 *Community Based Studies*

The list of community based studies includes such studies as the following:

- Asset Management Plan Update;
- Growth Management Strategy;
- Strategic Plan Development;
- Economic Development Strategy;
- Recreation Master Plan; and
- Official Plan Update.

The cost of these studies is \$374,100, with an additional \$9,913 to recover the reserve fund deficit. A deduction of \$122,050 has been made to recognize existing benefit. Therefore, the net growth-related capital cost, after the mandatory 10% deduction and the application of the existing reserve balance, is \$236,758 and has been included in the D.C.

These costs have been allocated 89% residential and 11% non-residential based on the incremental growth in population to employment for the 10-year forecast period.



Infrastructure Costs Included in the Development Charges Calculation

Town of Erin
Service: Administration Studies - Community Based Studies

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Subtotal	Less:	Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development		Other (e.g. 10% Statutory Deduction)	Total	Residential Share	Non-Residential Share
	2019-2028											89%	11%
1	AM Plan Update and software	2019-2020	60,000	-		60,000	30,000		30,000	3,000	27,000	24,030	2,970
2	Growth Management Strategy	2019-2022	100,000	-		100,000	-		100,000	10,000	90,000	80,100	9,900
3	Strategic Plan Development	2019-2022	36,600	-		36,600	18,300		18,300	1,830	16,470	14,658	1,812
4	Economic Development Strategy	2019-2022	37,500	-		37,500	33,750		3,750	375	3,375	3,004	371
5	Recreation Masterplan	2023	40,000	-		40,000	20,000		20,000	2,000	18,000	16,020	1,980
6	Official Plan Update	2019-2022	100,000	-		100,000	20,000		80,000	8,000	72,000	64,080	7,920
7	Reserve Fund Adjustment	Reserve	9,913	-		9,913	-		9,913	-	9,913	8,822	1,090
	Total		384,013	-	-	384,013	122,050	-	261,963	25,205	236,758	210,715	26,043



5.3 Service Levels and Long-Term (2019-2041) Capital Costs for Erin's D.C. Calculation

This section evaluates the development-related capital requirements for those services with long-term (2019-2041) capital costs.

5.3.1 Services Related to a Highway

The Town of Erin currently owns and maintains 6 subcategories within its services related to a highway. Those subcategories, along with the current values of each respective inventory, are as follows:

Services Related to a Highway Category	Total count of current inventory	\$ per Capita	Eligible Amount \$
Roads	293.7 km	\$23,359	\$153,909,157
Bridges, Culverts & Structures	50 items	\$3,002	\$19,778,201
Sidewalks	13 km	\$148	\$973,854
Streetlights	823 items	\$423	\$2,789,124
Depots and Domes	18,847 sq.ft.	\$409	\$2,696,614
Vehicles and Equipment	29 vehicles and equipment	\$360	\$2,370,195
Total		\$27,701	\$182,517,145

With respect to future needs, the identified services related to highway program was reviewed with staff and totals \$24,915,693. Of this amount, \$224,693 is related to the 17th Sideroad, George St., and Winston Churchill bridge debenture payments (principal and discounted interest). The capital projects include additional road related works to 17th Sideroad, provisions for urbanizing additional rural roads, bridge widenings, various



reconstructions, and provisions for additional facilities and vehicles to service growth. Deductions in the amounts of \$4,427,900 to recognize existing benefit and \$260,000 for developer contributions have been made. In addition, a further deduction in the amount of \$1,079,319 has been made to recognize the existing reserve fund balance. Therefore, the net D.C. eligible amount of \$19,148,474 has been included for recovery.

The residential/non-residential allocation for services related to a highway is based on an 89%/11% split, based on the incremental growth in population to employment for the long-term (2019-2041) forecast period.



Infrastructure Costs Included in the Development Charges Calculation

Town of Erin
Service: Services Related to a Highway

Prj .No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 89%	Non-Residential Share 11%
	2019-2041										
	<u>Roads</u>										
1	Roads - 17th Sideroad; George St Reconstruction; Winston Churchill Bridge - Growth Related Debt (Principal)	2019-2036	205,190	-		205,190	-		205,190	182,619	22,571
2	Roads - 17th Sideroad; George St Reconstruction; Winston Churchill Bridge - Growth Related Debt (Discounted Interest)	2019-2036	19,503	-		19,503	-		19,503	17,357	2,145
3	17 Sideroad - section 00270 (1st to 2nd Line)	2020	150,000	-		150,000	75,000		75,000	66,750	8,250
4	Provision for Road-Related Upgrades (rural to urban)	2019-2041	15,000,000	-		15,000,000	-		15,000,000	13,350,000	1,650,000
	<u>Sidewalks, Streetlights, Bridges and Culverts</u>										
5	Bridge #9 8th Line Below 17 SR	2024	1,200,000	-		1,200,000	240,000		960,000	854,400	105,600
6	Bridge #2 Tenth Line above CR 52	2025	1,200,000	-		1,200,000	600,000		600,000	534,000	66,000
7	Bridge #10 17 SR at the 8th Line	2026	746,000	-		746,000	671,400		74,600	66,394	8,206
8	Station St. Bridge & Dam	2019	2,500,000	-		2,500,000	1,625,000		875,000	778,750	96,250
9	Daniel St Storm Sewer partial reconstruct	2019	520,000	-		520,000	169,000	260,000	91,000	80,990	10,010
10	Structure rehabilitation 2051	2020	300,000	-		300,000	240,000		60,000	53,400	6,600
11	Structure 11	2021	1,100,000	-		1,100,000	770,000		330,000	293,700	36,300
12	Surface treat 5th Line -section 00970	2019	75,000	-		75,000	37,500		37,500	33,375	4,125
	<u>Domes and Depots</u>										
13	Provision for additional public works facilities	2022-2031	1,600,000	-		1,600,000	-		1,600,000	1,424,000	176,000
	<u>Roads and Related Vehicles</u>										
14	Provision for additional vehicles	2022	300,000	-		300,000	-		300,000	267,000	33,000
15	Reserve Fund Adjustment	Reserve		-		-	1,079,319		(1,079,319)	(960,594)	(118,725)
	Total		24,915,693	-	-	24,915,693	5,507,219	260,000	19,148,474	17,042,142	2,106,332



5.3.2 Fire Protection Services

The Town of Erin's Fire Department currently operates out of 18,471 sq.ft. of facility space, providing for a per capita average level of service of 1.29 sq.ft. per capita or \$360 per capita. This level of service provides the Town with a maximum D.C.-eligible amount for recovery over the forecast period of \$2,373,885 for fire facilities.

The fire department has a current inventory of 10 vehicles and equipment consisting of pumpers, tankers, rescue vans, trailers, and other support vehicles. The total D.C.-eligible amount calculated for fire vehicles over the forecast period is \$3,489,666.

The fire department also maintains small equipment and gear totalling 90 items for its fire fighters. This results in a calculated average level of service for the historical 10-year period of \$74 per capita, providing for a D.C.-eligible amount over the forecast period of \$485,609 for small equipment and gear.

Therefore, the total D.C.-eligible amount is \$6,349,160.

Based on the growth forecast to 2041, the Town has identified \$4,775,000 in growth-related capital and \$1,986,609 in growth-related debentures (principal and discounted interest) for the fire stations, vehicles and equipment. These capital projects include a tanker, pickup trucks, exhaust system, equipment, and a provision for additional facility space, vehicles, and equipment to service growth over the forecast period to 2041. Of this amount, \$510,039 is attributable to benefit existing development. A further reduction equal to \$197,768 has been made to recognize the existing reserve fund balance. Therefore, the net amount to be included in the D.C. is \$6,053,803.

These costs are shared between residential and non-residential based on the population to employment ratio over the forecast period, resulting in 89% being allocated to residential development and 11% being allocated to non-residential development.



Infrastructure Costs Included in the Development Charges Calculation

Town of Erin
Service: Fire Services

Prj .No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share 89%	Non- Residential Share 11%
	2019-2041										
	Debt										
1	Hillsburgh Station Debt (Principal)	2019-2022	1,421,000	-		1,421,000	-		1,421,000	1,264,690	156,310
2	Hillsburgh Station Debt (Interest - discounted)	2019-2022	161,022	-		161,022	-		161,022	143,309	17,712
3	Fire Station #50 Debt (Principal)	2019-2036	249,000	-		249,000	-		249,000	221,610	27,390
4	Fire Station #50 Debt (Discounted Interest)	2019-2036	23,575	-		23,575	-		23,575	20,982	2,593
5	Fire Truck & Breathing Apparatus Growth Related (21%) Debt (Principal)	2019-2026	128,940	-		128,940	-		128,940	114,757	14,183
6	Fire Truck & Breathing Apparatus Growth Related (21%) Debt (Discounted Interest)	2019-2026	3,073	-		3,073	-		3,073	2,735	338
	Fire Facilities										
7	Provision for additional facility space	2019-2041	2,000,000	-		2,000,000	-		2,000,000	1,780,000	220,000
	Fire Vehicles and Equipment										
8	Tanker (3,000 gal)	2020	450,000	-		450,000	361,957		88,043	78,359	9,685
9	Rescue 4x4 Pickup Truck	2021	80,000	-		80,000	66,541		13,459	11,978	1,480
10	Rescue 4x4 Pickup Truck	2021	80,000	-		80,000	66,541		13,459	11,978	1,480
11	Exhaust System-Erin Portable	2019	95,000	-		95,000	-		95,000	84,550	10,450
12	Hose Cache	2019-2020	40,000	-		40,000	-		40,000	35,600	4,400
13	Rescue Gear Washer & Dryer	2022	30,000	-		30,000	15,000		15,000	13,350	1,650
14	Provision for additional vehicles and equipment	2019-2041	2,000,000	-		2,000,000	-		2,000,000	1,780,000	220,000
15	Reserve Fund Adjustment	Reserve	-	-		-	197,768		(197,768)	(176,014)	(21,754)
	Total		6,761,609	0	0	6,761,609	707,807	0	6,053,803	5,387,884	665,918



5.4 Service Levels and Urban Longer-Term (buildout) Capital Costs for Erin's D.C. Calculation

This section evaluates the development-related capital requirements for those services with urban longer-term (buildout) capital costs.

5.4.1 Water Services

The Town has initiated an engineering study to determine a long-term water supply. At the time of writing, this study was in progress, however, no preliminary information was available. The following provides an interim calculation for water supply.

The 2014 D.C. study identified the need for new water supply for the Town of Erin with a gross cost of \$5.4 million (2014 \$). The 2014 D.C. study looked at a gross population increase of 1,528. This translates to \$3,527 per capita (2014\$). When indexed to 2019\$, this becomes \$4,070 per capita.

As the growth forecast now considers at a longer-term period, the forecasted population to urban buildout is 12,318. Assuming the same cost per capita are applied to the forecast population, the updated gross cost for new water supply is estimated at approximately \$50,134,000 (12,318 population x \$4,070 per capita).

In addition to the water supply project, a need for water equipment and a fire hydrant works totalling \$231,800 have been included in the D.C. study.

Therefore, the water services capital cost for inclusion in the D.C. is \$50,365,800. Deductions of \$4,116,500 and \$215,992 have been made to recognize the benefit to existing development and to apply the existing reserve fund balance, respectively. A further deduction of \$23,083,950 has been made for assumed developer contributions. This results in a total D.C.-eligible amount of \$22,949,358.

The growth-related costs have been allocated between residential and non-residential development based on incremental growth in population to employment over the urban longer-term (buildout) forecast period. This split results in an 86% allocation to residential and a 14% allocation to non-residential.



Infrastructure Costs Included in the Development Charges Calculation

Town of Erin
Service: Water Services

Prj.No	Increased Service Needs Attributable to Anticipated Development	Timing (year)	Gross Capital Cost Estimate (2019\$)	Post Period Benefit	Other Deductions	Net Capital Cost	Less:		Potential D.C. Recoverable Cost		
							Benefit to Existing Development	Grants, Subsidies and Other Contributions Attributable to New Development	Total	Residential Share	Non-Residential Share
	2019-Urban Buildout									86%	14%
1	New Water Supply (Erin and Hillsburgh)	2019-2041+	50,134,000	-		50,134,000	3,966,100	23,083,950	23,083,950	19,852,197	3,231,753
	Equipment										
2	Water Equipment	2019	43,800	-		43,800	-		43,800	37,668	6,132
3	Fire Hydrant Rehabilitation	2019-2022	188,000	-		188,000	150,400		37,600	32,336	5,264
4	Reserve Fund Adjustment	Reserve	-	-		-	215,992		(215,992)	(185,753)	(30,239)
	Total		50,365,800	-	-	50,365,800	4,332,492	23,083,950	22,949,358	19,736,448	3,212,910



Chapter 6

D.C. Calculation



6. D.C. Calculation

Table 6-1 calculates the proposed uniform D.C. to be imposed for water services on anticipated development in the Town based upon an urban longer-term (buildout) horizon. Table 6-2 calculates the proposed uniform D.C. to be imposed on anticipated development in the Town for Town-wide services over a long-term (2041) planning horizon. Table 6-3 calculates the proposed uniform D.C. to be imposed on anticipated development in the Town for Town-wide services over a 10-year planning horizon.

The calculation for residential development is generated on a per capita basis and is based upon five forms of housing types (single and semi-detached, multiples, apartments 2+ bedrooms, apartment's bachelor and 1 bedroom, and special care/special dwelling units). The non-residential D.C. has been calculated on a per sq.ft. of gross floor area basis for all types of non-residential development (industrial, commercial and institutional).

The D.C.-eligible costs for each service component were developed in Chapter 5 for all Town services, based on their proposed capital programs.

For the residential calculations, the total cost is divided by the "gross" (new resident) population to determine the per capita amount. The eligible D.C. cost calculations set out in Chapter 5 are based on the net anticipated population increase (the forecast new unit population less the anticipated decline in existing units). The cost per capita is then multiplied by the average occupancy of the new units (Appendix A, Schedule 5) to calculate the charge in Tables 6-1, through 6-3.

With respect to non-residential development, the total costs in the uniform charge allocated to non-residential development (based on need for service) have been divided by the anticipated development over the planning period to calculate a cost per sq.ft. of gross floor area.

Table 6-4 summarizes the total D.C. that is applicable for Town-wide services and Table 6-5 summarizes the gross capital expenditures and sources of revenue for works to be undertaken during the 5-year life of the by-law.



Table 6-1
Town of Erin
Development Charge Calculation
Town Wide Urban Services
Urban Longer-Term (2019 – urban buildout)

SERVICE	2019\$ D.C.-Eligible Cost		2019\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
1. <u>Water Services</u>	\$	\$	\$	\$
1.1 Treatment, storage and distribution systems	19,736,448	3,212,910	5,026	2.03
	19,736,448	3,212,910	5,026	2.03
TOTAL	\$19,736,448	\$3,212,910	\$5,026	2.03
D.C.-Eligible Capital Cost	\$19,736,448	\$3,212,910		
Urban Buildout Gross Population/GFA Growth (sq.ft.)	12,539	1,585,700		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$1,574	\$2.03		
<u>By Residential Unit Type</u>	<u>P.P.U.</u>			
Single and Semi-Detached Dwelling	3.193	\$5,026		
Multiples	2.314	\$3,642		
Apartments - 2 Bedrooms +	1.618	\$2,547		
Apartments - Bachelor and 1 Bedroom	1.375	\$2,164		
Special Care/Special Dwelling Units	1.100	\$1,731		



Table 6-2
Town of Erin
Development Charge Calculation
Town Wide Services
2019-2041

SERVICE	2019\$ D.C.-Eligible Cost		2019\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
2. <u>Services Related to a Highway</u>				
2.1 Roads, Facilities, Vehicles & Equipment	17,042,142	2,106,332	7,837	4.39
	17,042,142	2,106,332	7,837	4.39
3. <u>Fire Protection Services</u>				
3.1 Fire facilities, vehicles & equipment	5,387,884	665,918	2,478	1.39
	5,387,884	665,918	2,478	1.39
TOTAL	\$22,430,026	\$2,772,250	\$10,315	\$5.78
D.C.-Eligible Capital Cost	\$22,430,026	\$2,772,250		
2041 Gross Population/GFA Growth (sq.ft.)	6,943	479,700		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$3,231	\$5.78		
By Residential Unit Type				
	P.P.U.			
Single and Semi-Detached Dwelling	3.193	\$10,315		
Multiples	2.314	\$7,476		
Apartments - 2 Bedrooms +	1.618	\$5,227		
Apartments - Bachelor and 1 Bedroom	1.375	\$4,442		
Special Care/Special Dwelling Units	1.100	\$3,554		



Table 6-3
Town of Erin
Development Charge Calculation
Town Wide Services
2019-2028

SERVICE	2019\$ D.C.-Eligible Cost		2019\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
4. <u>Parks & Recreation Services</u>				
4.1 Parkland development, Recreation facilities, vehicles and equipment	3,041,789	160,094	4,808	0.85
	3,041,789	160,094	4,808	0.85
5. <u>Administration</u>				
5.1 Administration - Engineering Studies	1,139,789	140,873	1,802	0.75
5.2 Administration - Community Based Studies	210,715	26,043	333	0.14
	1,350,504	166,916	2,135	0.89
TOTAL	\$4,392,293	\$327,010	\$6,943	\$1.74
D.C.-Eligible Capital Cost	\$4,392,293	\$327,010		
10-Year Gross Population/GFA Growth (sq.ft.)	2,020	187,900		
Cost Per Capita/Non-Residential GFA (sq.ft.)	\$2,174	\$1.74		
By Residential Unit Type				
	P.P.U.			
Single and Semi-Detached Dwelling	3.193	\$6,943		
Multiples	2.314	\$5,032		
Apartments - 2 Bedrooms +	1.618	\$3,518		
Apartments - Bachelor and 1 Bedroom	1.375	\$2,990		
Special Care/Special Dwelling Units	1.100	\$2,392		



Table 6-4
Town of Erin
Development Charge Calculation
Total All Services

	2019\$ D.C.-Eligible Cost		2019\$ D.C.-Eligible Cost	
	Residential	Non-Residential	S.D.U.	per sq.ft.
	\$	\$	\$	\$
Urban wide Services Build out	19,736,448	3,212,910	5,026	2.03
Town wide Services 2041	22,430,026	2,772,250	10,315	5.78
Town wide Services 10 Year	4,392,293	327,010	6,943	1.74
TOTAL	46,558,767	6,312,171	22,284	9.55



Table 6-5
Town of Erin
Gross Expenditure and Sources of Revenue Summary for Costs to be Incurred over the Life of the By-law

Service	Total Gross Cost	Sources of Financing						
		Tax Base or Other Non-D.C. Source				Post D.C. Period Benefit	D.C. Reserve Fund	
		Other Deductions	Benefit to Existing	Other Funding	Legislated Reduction		Residential	Non-Residential
1. Water Services 1.1 Treatment, storage and distribution systems	10,942,496	0	862,196	5,018,250	0	0	4,353,363	708,687
2. Services Related to a Highway 2.1 Roads, Facilities, Vehicles & Equipment	8,588,284	0	2,916,500	260,000	0	0	4,816,488	595,296
3. Fire Protection Services 3.1 Fire facilities, vehicles & equipment	3,384,810	0	510,039	0	0	0	2,558,547	316,225
4. Parks & Recreation Services 4.1 Parkland development, Recreation facilities, vehicles and equipment	1,983,185	0	254,400	0	161,860	0	1,488,579	78,346
5. Administration 5.1 Administration - Engineering Studies	1,956,600	0	793,830	0	4,500	0	1,030,860	127,410
5.2 Administration - Community Based Studies	374,100	0	122,050	0	25,205	0	201,892	24,953
Total Expenditures & Revenues	\$27,229,475	\$0	\$5,459,014	\$5,278,250	\$191,565	\$0	\$14,449,729	\$1,850,917



Chapter 7

D.C. Policy Recommendations and D.C. By-law Rules



7. D.C. Policy Recommendations and D.C. By-law Rules

7.1 Introduction

s.s.5(1)9 states that rules must be developed:

“...to determine if a development charge is payable in any particular case and to determine the amount of the charge, subject to the limitations set out in subsection 6.”

Paragraph 10 of the section goes on to state that the rules may provide for exemptions, phasing in and/or indexing of D.C.s.

s.s.5(6) establishes the following restrictions on the rules:

- the total of all D.C.s that would be imposed on anticipated development must not exceed the capital costs determined under 5(1) 2-8 for all services involved;
- if the rules expressly identify a type of development, they must not provide for it to pay D.C.s that exceed the capital costs that arise from the increase in the need for service for that type of development; however, this requirement does not relate to any particular development; and
- if the rules provide for a type of development to have a lower D.C. than is allowed, the rules for determining D.C.s may not provide for any resulting shortfall to be made up via other development.

With respect to “the rules,” Section 6 states that a D.C. by-law must expressly address the matters referred to above re s.s.5(1) paragraphs 9 and 10, as well as how the rules apply to the redevelopment of land.

The rules provided are based on the Town’s existing policies; however, there are items under consideration at this time and these may be refined prior to adoption of the by-law.



7.2 D.C. By-law Structure

It is recommended that:

- the Town uses a uniform Town-wide D.C. calculation for all non-water services;
- water services be imposed on the urban serviced areas of the Town; and
- one Municipal D.C. by-law be used for all services.

7.3 D.C. By-law Rules

The following subsections set out the recommended rules governing the calculation, payment and collection of D.C.s in accordance with Section 6 of the D.C.A.

It is recommended that the following sections provide the basis for the D.C.s:

7.3.1 Payment in any Particular Case

In accordance with the D.C.A., s.2(2), a D.C. be calculated, payable and collected where the development requires one or more of the following:

- a) the passing of a zoning by-law or of an amendment to a zoning by-law under section 34 of the Planning Act;
- b) the approval of a minor variance under section 45 of the Planning Act;
- c) a conveyance of land to which a by-law passed under section 50(7) of the Planning Act applies;
- d) the approval of a plan of subdivision under section 51 of the Planning Act;
- e) a consent under section 53 of the Planning Act;
- f) the approval of a description under section 50 of the Condominium Act; or
- g) the issuing of a building permit under the Building Code Act in relation to a building or structure.



7.3.2 Determination of the Amount of the Charge

The following conventions be adopted:

- 1) Costs allocated to residential uses will be assigned to different types of residential units based on the average occupancy for each housing type constructed during the previous decade. Costs allocated to non-residential uses will be assigned based on the amount of square feet of gross floor area constructed for eligible uses (i.e. industrial, commercial and institutional).
- 2) Costs allocated to residential and non-residential uses are based upon a number of conventions, as may be suited to each municipal circumstance, e.g.
 - for Administration (both Engineering and Community Based Services), the costs have been based on a population vs. employment growth ratio (89%/11%) for residential and non-residential, respectively) over the 10-year forecast period;
 - for Indoor and Outdoor Recreation and Library services, a 5% non-residential attribution has been made to recognize use by the non-residential sector;
 - for Fire protection services, and Services related to a highway, an 89% residential/11% non-residential attribution has been made based on a population vs. employment growth ratio over the long-term (2041) forecast period; and
 - for Water services an 86% residential/14% non-residential allocation has been made based on population vs. employment growth over the urban longer-term (buildout) forecast period.

7.3.3 Application to Redevelopment of Land (Demolition and Conversion)

Where there is a redevelopment of land, a building or structure existing on the same land within 60 months (updated from 48 months to match Wellington County's by-law) prior to the date of payment of development charges in regard to such redevelopment was, or is to be demolished, in whole or in part, or converted from one principal use to another principal use on the same land, in order to facilitate the redevelopment, the development charges otherwise payable with respect to such redevelopment shall be reduced by the following amounts:



1. In the case of a residential building or structure, or in the case of a mixed-use building or structure, the residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable development charge under subsection 3.11 of the D.C. by-law by the number, according to type, of dwelling units that have been or will be demolished or converted to another principal use;
2. In the case of a non-residential building or structure or, in the case of mixed-use building or structure, the non-residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable development charges under subsection 3.12 of the D.C.by-law, by the gross floor area that has been or will be demolished or converted to another principal use;

Provided that such amounts shall not exceed, in total, the amount of the development charges otherwise payable with respect to the development.

7.3.4 Exemptions (full or partial)

a) Statutory exemptions

- industrial building additions of up to and including 50% of the existing gross floor area (defined in O.Reg. 82/98, s.1) of the building; for industrial building additions which exceed 50% of the existing gross floor area, only the portion of the addition in excess of 50% is subject to D.C.s (s.4(3)) of the D.C.A.;
- buildings or structures owned by and used for the purposes of any municipality, local board or Board of Education (s.3);
- residential development that results only in the enlargement of an existing dwelling unit, or that results only in the creation of up to two additional dwelling units (based on prescribed limits set out in s.2 of O.Reg. 82/98).

b) Non-statutory exemptions (Current)

- Lands, buildings or structures used or to be used for a place of worship or for the purposes of a cemetery or burial ground exempt from taxation under the Assessment Act;
- A public hospital receiving aid under the Public Hospitals Act, R.S.O. 1990, Chap.P.40, as amended, or any successor thereof; and



- The development of non-residential farm buildings constructed for bona fide farm uses, which qualify as a farm business, being that which operates with a valid Farm Business Registration Number and is assessed in the Farmland Realty Tax Class.
- c) Non-statutory exemptions (proposed by Town staff)
- One additional dwelling unit in any other existing residential accessory building;
 - Garden suite constructed in accordance with the Planning Act;
 - Bed and breakfast establishment that is not considered a hotel; and
 - Boarding, lodging or rooming house that is not considered a hotel.

These proposed exemptions are for Council's consideration.

7.3.5 Phasing in

No provisions for phasing in the D.C. are provided in the D.C. by-law.

7.3.6 Timing of Collection

A D.C. that is applicable under Section 5 of the D.C.A. shall be calculated and payable:

- where a permit is required under the Building Code Act in relation to a building or structure, the owner shall pay the D.C. prior to the issuance of a permit of prior to the commencement of development or redevelopment as the case may be; and
- despite the above, Council, from time to time and at any time, may enter into agreements providing for all or any part of a D.C. to be paid before or after it would otherwise be payable.

7.3.7 Indexing

Indexing of the D.C.s shall be implemented on a mandatory basis annually on January 1st of each year, in accordance with the Statistics Canada Quarterly, Non-Residential



Building Construction Price Index (Table 18-10-0135-01)¹ for the most recent year-over-year period.

7.3.8 The Applicable Areas

The charges developed herein provide for varying charges within the Town, as follows:

- All Town-wide Services – the full residential and non-residential charge will be imposed on all lands within the Town; and
- Water Services – the full residential and non-residential charge will be imposed on the urban service areas of the Town.

7.4 Other D.C. By-law Provisions

It is recommended that:

7.4.1 Categories of Services for Reserve Fund and Credit Purposes

The Town's D.C. collections are currently reserved in five separate reserve funds: Transportation (referred herein as Services Related to a Highway), Fire Protection Services, Parks & Recreation Services, Administration, and Water Services. It is recommended that the Town separate the administration D.C. reserve fund into engineering studies and community based studies (in anticipation of the upcoming changes from Bill 108, as discussed in sections 1.4 and 5.2.2) under the new 2019 by-law. Appendix D outlines the reserve fund policies that the Town is required to follow as per the D.C.A.

7.4.2 By-law In-force Date

A by-law under the D.C.A. comes into force on the day after which the by-law is passed by Council.

¹ O.Reg. 82/98 referenced "The Statistics Canada Quarterly, Construction Price Statistics, catalogue number 62-007" as the index source. Since implementation, Statistics Canada has modified this index twice and the above-noted index is the most current. The draft by-law provided herein refers to O.Reg. 82/98 to ensure traceability should this index continue to be modified over time.



7.4.3 Minimum Interest Rate Paid on Refunds and Charged for Inter-Reserve Fund Borrowing

The minimum interest rate is the Bank of Canada rate on the day on which the by-law comes into force (as per s.11 of O.Reg. 82/98).

7.4.4 Area Rating

As noted earlier, Bill 73 has introduced two new sections where Council must consider the use of area specific charges:

1. Section 2(9) of the Act now requires a municipality to implement area-specific D.C.s for either specific services which are prescribed and/or for specific municipalities which are to be regulated (note that at this time, no municipalities or services are prescribed by the Regulations).
2. Section 10(2)c.1 of the D.C.A. requires that “the development charges background study shall include consideration of the use of more than one development charge by-law to reflect different needs for services in different areas.”

In regard to the first item, there are no services or specific municipalities identified in the regulations which must be area-rated. The second item requires Council to consider the use of area-rating.

At present, the Town’s by-law does provide for area-rating with respect to water. All other Town services are recovered based on a uniform, Town-wide basis. There have been several reasons why they have not been imposed including:

1. All Town services, with the exception of water, require that the average 10-year service standard be calculated. This average service standard multiplied by growth in the Town, establishes an upper ceiling on the amount of funds which can be collected from all developing landowners. Section 4(4) of O. Reg. 82/98 provides that “...if a development charge by-law applies to a part of the municipality, the level of service and average level of service cannot exceed that which would be determined if the by-law applied to the whole municipality.” Put in layman terms, the average service standard multiplied by the growth within the specific area, would establish an area specific ceiling which would significantly



reduce the total revenue recoverable for the Town hence potentially resulting in D.C. revenue shortfalls and impacts on property taxes.

2. Extending on item 1, attempting to impose an area charge potentially causes equity issues in transitioning from a Town-wide approach to an area specific approach. For example, if all services were now built (and funded) within area A (which is 75% built out) and this was funded with some revenues from areas B and C, moving to an area rating approach would see Area A contribute no funds to the costs of services in Areas B & C. The development charges would be lower in Area A (as all services are now funded) and higher in B and C. As well, funding shortfalls may then potentially encourage the municipality to provide less services to B and C due to reduced revenue.
3. Many services which are provided (roads, parks, recreation facilities) are not restricted to one specific area and are often used by all residents. For example, arenas located in different parts of the Town will be used by residents from all areas depending on the programming of the facility (i.e. a public skate is available each night, but at a different arena; hence usage of any one facility at any given time is based on programming availability).

For the reasons noted above, it is recommended that Council continue the D.C. approach to calculate the charges on an area specific basis for water, while all other services be charged on a uniform Town-wide basis.

7.5 Other Recommendations

It is recommended that Council:

“Whenever appropriate, request that grants, subsidies and other contributions be clearly designated by the donor as being to the benefit of existing development or new development, as applicable;”

“Adopt the assumptions contained herein as an ‘anticipation’ with respect to capital grants, subsidies and other contributions;”

“Continue the D.C. approach to calculate the non-water charges on a uniform Town-wide basis for all services;”



“Continue the D.C. approach of an urban-area charge basis for water services;”

“Approve the capital project listing set out in Chapter 5 of the D.C.s Background Study dated May 21, 2019, subject to further annual review during the capital budget process;”

“Approve the D.C.s Background Study dated May 21, 2019, as amended (if applicable);”

“Determine that no further public meeting is required;” and

“Approve the D.C. By-law as set out in Appendix G, subject to refinements recommended prior to By-law adoption.”



Chapter 8

By-law Implementation



8. By-law Implementation

8.1 Public Consultation Process

8.1.1 Introduction

This chapter addresses the mandatory, formal public consultation process (Section 8.1.2), as well as the optional, informal consultation process (Section 8.1.3). The latter is designed to seek the co-operation and participation of those involved, in order to produce the most suitable policy. Section 8.1.4 addresses the anticipated impact of the D.C. on development from a generic viewpoint.

8.1.2 Public Meeting of Council

Section 12 of the D.C.A. indicates that before passing a D.C. by-law, Council must hold at least one public meeting, giving at least 20 clear days' notice thereof, in accordance with the Regulation. Council must also ensure that the proposed by-law and background report are made available to the public at least two weeks prior to the (first) meeting.

Any person who attends such a meeting may make representations related to the proposed by-law.

If a proposed by-law is changed following such a meeting, Council must determine whether a further meeting (under this section) is necessary (i.e. if the proposed by-law which is proposed for adoption has been changed in any respect, Council should formally consider whether an additional public meeting is required, incorporating this determination as part of the final by-law or associated resolution. It is noted that Council's decision, once made about not requiring a further public meeting, is final and not subject to review by a Court or the Local Planning Appeal Tribunal (L.P.A.T.) (formerly the Ontario Municipal Board (O.M.B.)).

8.1.3 Other Consultation Activity

There are three broad groupings of the public who are generally the most concerned with Town D.C. policy:



1. The first grouping is the residential development community, consisting of land developers and builders, who are typically responsible for generating the majority of the D.C. revenues. Others, such as realtors, are directly impacted by D.C. policy. They are, therefore, potentially interested in all aspects of the charge, particularly the quantum by unit type, projects to be funded by the D.C. and the timing thereof, and Town policy with respect to development agreements, D.C. credits and front-ending requirements.
2. The second public grouping embraces the public at large and includes taxpayer coalition groups and others interested in public policy.
3. The third grouping is the industrial/commercial/institutional development sector, consisting of land developers and major owners or organizations with significant construction plans, such as hotels, entertainment complexes, shopping centres, offices, industrial buildings and institutions. Also involved are organizations such as Industry Associations, the Chamber of Commerce, the Board of Trade and the Economic Development Agencies, who are all potentially interested in Town D.C. policy. Their primary concern is frequently with the quantum of the charge, gross floor area exclusions such as basements, mechanical or indoor parking areas, or exemptions and phase-in or capping provisions in order to moderate the impact.

8.2 Anticipated Impact of the Charge on Development

The establishment of sound D.C. policy often requires the achievement of an acceptable balance between two competing realities. The first is that high non-residential D.C.s can, to some degree, represent a barrier to increased economic activity and sustained industrial/commercial growth, particularly for capital intensive uses. Also, in many cases, increased residential D.C.s can ultimately be expected to be recovered via higher housing prices and can impact project feasibility in some cases (e.g. rental apartments).

On the other hand, D.C.s or other Town capital funding sources need to be obtained in order to help ensure that the necessary infrastructure and amenities are installed. The timely installation of such works is a key initiative in providing adequate service levels and in facilitating strong economic growth, investment and wealth generation.



8.3 Implementation Requirements

8.3.1 Introduction

Once the Town has calculated the charge, prepared the complete background study, carried out the public process and passed a new by-law, the emphasis shifts to implementation matters.

These include notices, potential appeals and complaints, credits, front-ending agreements, subdivision agreement conditions and finally the collection of revenues and funding of projects.

The sections which follow overview the requirements in each case.

8.3.2 Notice of Passage

In accordance with s.13 of the D.C.A., when a D.C. by-law is passed, the Town Clerk shall give written notice of the passing and of the last day for appealing the by-law (the day that is 40 days after the day it was passed). Such notice must be given no later than 20 days after the day the by-law is passed (i.e. as of the day of newspaper publication or the mailing of the notice).

Section 10 of O.Reg. 82/98 further defines the notice requirements which are summarized as follows:

- notice may be given by publication in a newspaper which is (in the Clerk's opinion) of sufficient circulation to give the public reasonable notice, or by personal service, fax or mail to every owner of land in the area to which the by-law relates;
- s.s.10(4) lists the persons/organizations who must be given notice; and
- s.s.10(5) lists the eight items which the notice must cover.

8.3.3 By-law Pamphlet

In addition to the "notice" information, the Town must prepare a "pamphlet" explaining each D.C. by-law in force, setting out:

- a description of the general purpose of the D.C.s;



- the “rules” for determining if a charge is payable in a particular case and for determining the amount of the charge;
- the services to which the D.C.s relate; and
- a general description of the general purpose of the Treasurer’s statement and where it may be received by the public.

Where a by-law is not appealed to the L.P.A.T., the pamphlet must be readied within 60 days after the by-law comes into force. Later dates apply to appealed by-laws.

The Town must give one copy of the most recent pamphlet without charge, to any person who requests one.

8.3.4 Appeals

Sections 13 to 19 of the D.C.A. set out the requirements relative to making and processing a D.C. by-law appeal and L.P.A.T. Hearing in response to an appeal. Any person or organization may appeal a D.C. by-law to the L.P.A.T. by filing a notice of appeal with the Town Clerk, setting out the objection to the by-law and the reasons supporting the objection. This must be done by the last day for appealing the by-law, which is 40 days after the by-law is passed.

The Town is carrying out a public consultation process, in order to address the issues that come forward as part of that process, thereby avoiding or reducing the need for an appeal to be made.

8.3.5 Complaints

A person required to pay a D.C., or their agent, may complain to the Town Council imposing the charge that:

- the amount of the charge was incorrectly determined;
- the reduction to be used against the D.C. was incorrectly determined; or
- there was an error in the application of the D.C.

Sections 20 to 25 of the D.C.A. set out the requirements that exist, including the fact that a complaint may not be made later than 90 days after a D.C. (or any part of it) is payable. A complainant may appeal the decision of Town Council to the L.P.A.T.



8.3.6 Credits

Sections 38 to 41 of the D.C.A. set out a number of credit requirements, which apply where a Town agrees to allow a person to perform work in the future that relates to a service in the D.C. by-law.

These credits would be used to reduce the amount of D.C.s to be paid. The value of the credit is limited to the reasonable cost of the work which does not exceed the average level of service. The credit applies only to the service to which the work relates, unless the Town agrees to expand the credit to other services for which a D.C. is payable.

8.3.7 Front-Ending Agreements

The Town and one or more landowners may enter into a front-ending agreement which provides for the costs of a project which will benefit an area in the Town to which the D.C. by-law applies. Such an agreement can provide for the costs to be borne by one or more parties to the agreement who are, in turn, reimbursed in future by persons who develop land defined in the agreement.

Part III of the D.C.A. (Sections 44 to 58) addresses front-ending agreements and removes some of the obstacles to their use which were contained in the D.C.A., 1989. Accordingly, the Town assesses whether this mechanism is appropriate for its use, as part of funding projects prior to Town funds being available.

8.3.8 Severance and Subdivision Agreement Conditions

Section 59 of the D.C.A. prevents a municipality from imposing directly or indirectly, a charge related to development or a requirement to construct a service related to development, by way of a condition or agreement under s.51 or s.53 of the Planning Act, except for:

- “local services, related to a plan of subdivision or within the area to which the plan relates, to be installed or paid for by the owner as a condition of approval under section 51 of the Planning Act;” and
- “local services to be installed or paid for by the owner as a condition of approval under section 53 of the Planning Act.”

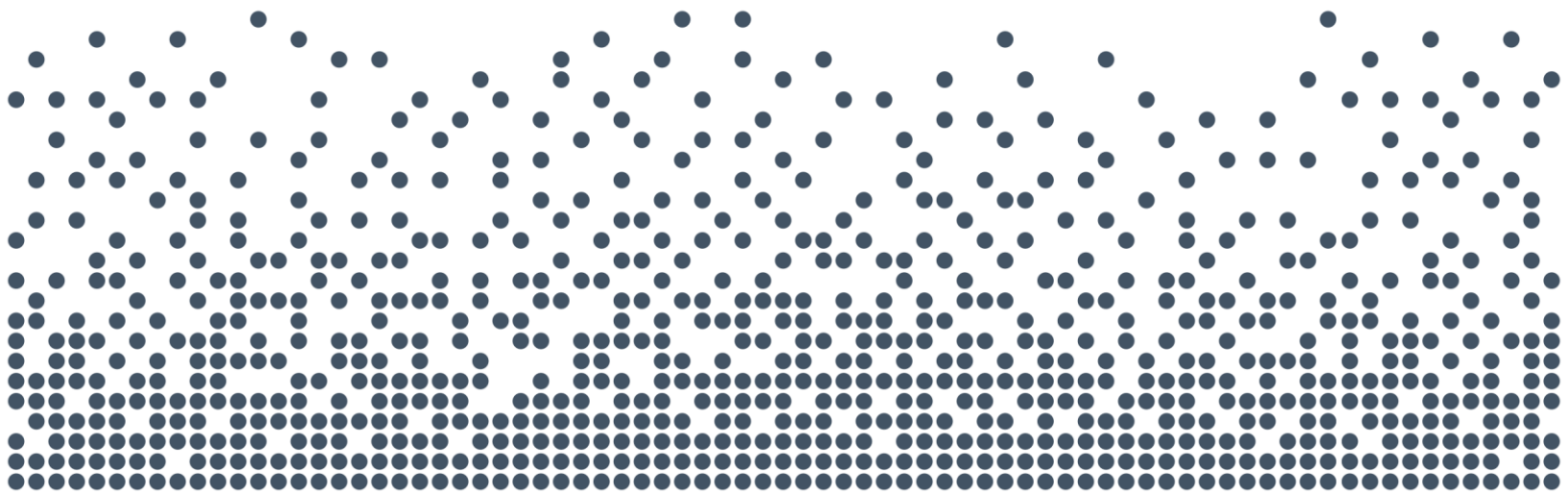


It is also noted that s.s.59(4) of the D.C.A. requires that the municipal approval authority for a draft plan of subdivision under s.s.51(31) of the Planning Act, use its power to impose conditions to ensure that the first purchaser of newly subdivided land is informed of all the D.C.s related to the development, at the time the land is transferred.

In this regard, if the Town in question is a commenting agency, in order to comply with subsection 59(4) of the D.C.A. it would need to provide to the approval authority, information regarding the applicable Town D.C.s related to the site.

If the Town is an approval authority for the purposes of section 51 of the Planning Act, it would be responsible to ensure that it collects information from all entities which can impose a D.C.

The most effective way to ensure that purchasers are aware of this condition would be to require it as a provision in a registered subdivision agreement, so that any purchaser of the property would be aware of the charges at the time the title was searched prior to closing a transaction conveying the lands.



Appendices



Appendix A

Background Information on Residential and Non- Residential Growth Forecast



**Schedule 1
Town of Erin
Residential Growth Forecast Summary**

Year	Population (Including Census Undercount) ¹	Excluding Census Undercount			Housing Units						Person Per Unit (P.P.U.): Total Population/ Total Households	
		Population	Institutional Population	Population Excluding Institutional Population	Singles & Semi-Detached	Multiple Dwellings ²	Apartments ³	Other	Total Households	Equivalent Institutional Households		
Historical	<i>Mid 2006</i>	11,610	11,148	43	11,105	3,495	65	125	115	3,800	39	2.934
	<i>Mid 2011</i>	11,890	11,418	45	11,373	3,755	10	95	95	3,955	41	2.887
	<i>Mid 2016</i>	11,910	11,439	39	11,400	3,805	35	120	150	4,110	35	2.783
Forecast	<i>Mid 2019</i>	12,050	11,571	40	11,531	3,889	35	132	150	4,206	36	2.751
	<i>Mid 2029</i>	13,720	13,178	46	13,132	4,480	78	148	150	4,857	42	2.713
	<i>Mid 2031</i>	14,340	13,774	47	13,727	4,682	103	184	150	5,118	43	2.691
	<i>Mid 2041</i>	18,900	18,160	62	18,098	5,878	187	274	150	6,489	56	2.799
	<i>Buildout⁴</i>	24,868	23,889	76	23,813	7,075	437	1,041	150	8,703	69	2.745
Incremental	Mid 2006 - Mid 2011	280	270	2	268	260	-55	-30	-20	155	2	
	Mid 2011 - Mid 2016	20	21	-6	27	50	25	25	55	155	-6	
	Mid 2016 - Mid 2019	140	132	1	131	84	0	12	0	96	1	
	Mid 2019 - Mid 2029	1,670	1,607	6	1,601	591	43	16	0	651	6	
	Mid 2019 - Mid 2031	2,290	2,203	7	2,196	793	68	52	0	912	7	
	Mid 2019 - Mid 2041	6,850	6,589	22	6,567	1,989	152	142	0	2,283	20	
	Mid 2019 - Buildout⁴	12,818	12,318	36	12,282	3,186	402	909	0	4,497	33	

Derived from Wellington County Official Plan (Revisions November 9, 2017) forecast for the Town of Erin by Watson & Associates Economists Ltd., 2019

¹ Census undercount estimated at approximately 4.1%. Note: Population including the undercount has been rounded.

² Includes townhouses and apartments in duplexes.

³ Includes bachelor, 1-bedroom and 2-bedroom+ apartments.

⁴ Buildout represents the buildout of urban residential excluding rural development.



Schedule 2
Town of Erin
Estimate of the Anticipated Amount, Type and Location of
Residential Development for Which Development Charges Can Be Imposed

Development Location	Timing	Single & Semi-Detached	Multiples ¹	Apartments ²	Total Residential Units	Gross Population In New Units	Existing Unit Population Change	Net Population Increase, Excluding Institutional	Institutional Population	Net Population Including Institutional
Hillsburgh/ Erin (Village)	2019 - 2029	409	43	16	469	1,431	(156)	1,275	6	1,281
	2019 - 2031	574	68	52	693	2,068	(216)	1,852	7	1,859
	2019 - 2041	1,588	152	142	1,882	5,639	(134)	5,506	22	5,528
	2019 - Buildout ³	3,186	402	909	4,497	12,503	(221)	12,282	36	12,318
Rural	2019 - 2029	183	0	0	183	583	(257)	326	0	326
	2019 - 2031	219	0	0	219	699	(356)	343	0	343
	2019-2041	402	0	0	402	1,282	(220)	1,061	0	1,061
Town of Erin	2019 - 2029	591	43	16	651	2,013	(413)	1,600	6	1,607
	2019 - 2031	793	68	52	912	2,767	(572)	2,195	7	2,203
	2019 - 2041	1,989	152	142	2,283	6,921	(354)	6,567	22	6,589
	2019 - Buildout ³	3,186	402	909	4,497	12,503	(221)	12,282	36	12,318

Derived from Wellington County Official Plan (Revisions November 9, 2017) forecast for the Town of Erin by Watson & Associates Economists Ltd., 2019

1. Includes townhouses and apartments in duplexes.

2. Includes accessory apartments, bachelor, 1-bedroom and 2-bedroom+ apartments.

3. Buildout represents the buildout of urban residential excluding rural development.



**Schedule 3
Town of Erin
Current Year Growth Forecast
Mid 2016 to Mid 2019**

		Population
Mid 2016 Population		11,439
Occupants of New Housing Units, Mid 2016 to Mid 2019	<i>Units (2)</i>	96
	<i>multiplied by P.P.U. (3)</i>	2,761
	<i>gross population increase</i>	265
Occupants of New Equivalent Institutional Units, Mid 2016 to Mid 2019	<i>Units</i>	1
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	1
Decline in Housing Unit Occupancy, Mid 2016 to Mid 2019	<i>Units (4)</i>	4,110
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.033
	<i>total decline in population</i>	-134
Population Estimate to Mid 2019		11,571
<i>Net Population Increase, Mid 2016 to Mid 2019</i>		132

- (1) 2016 population based on Statistics Canada Census unadjusted for Census undercount.
 (2) Estimated residential units constructed, Mid-2016 to the beginning of the growth period assuming a six-month lag between construction and occupancy.
 (3) Average number of persons per unit (P.P.U.) is assumed to be:

Structural Type	Persons Per Unit ¹ (P.P.U.)	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	2.944	88%	2.576
<i>Multiples (6)</i>	2.000	0%	0.000
<i>Apartments (7)</i>	1.477	13%	0.185
Total		100%	2.761

¹ Based on 2016 Census custom database

² Based on Building permit/completion activity

- (4) 2016 households taken from Statistics Canada Census.
 (5) Decline occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.
 (6) Includes townhouses and apartments in duplexes.
 (7) Includes bachelor, 1 bedroom and 2 bedroom+ apartments.



**Schedule 4a
Town of Erin
Ten Year Growth Forecast
Mid 2019 to Mid 2029**

		Population
Mid 2019 Population		11,571
Occupants of New Housing Units, Mid 2019 to Mid 2029	<i>Units (2)</i>	651
	<i>multiplied by P.P.U. (3)</i>	3.092
	<i>gross population increase</i>	2,013
Occupants of New Equivalent Institutional Units, Mid 2019 to Mid 2029	<i>Units</i>	6
	<i>multiplied by P.P.U. (3)</i>	1.100
	<i>gross population increase</i>	7
Decline in Housing Unit Occupancy, Mid 2019 to Mid 2029	<i>Units (4)</i>	4,857
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.085
	<i>total decline in population</i>	-413
Population Estimate to Mid 2029		13,178
Net Population Increase, Mid 2019 to Mid 2029		1,607

(1) Mid 2019 Population based on:

2016 Population (11,439) + Mid 2016 to Mid 2019 estimated housing units to beginning of forecast period (96 x = 265) + (4,110 x -0.0324 = -133) = 11,571

(2) 2016 population based on Statistics Canada Census unadjusted for Census undercount.

(3) Average number of persons per unit (p.p.u.) is assumed to be:

Structural Type	Persons Per Unit ¹ (P.P.U.)	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	3.193	91%	2.900
<i>Multiples (6)</i>	2.314	7%	0.154
<i>Apartments (7)</i>	1.542	3%	0.039
<i>one bedroom or less</i>	1.375		
<i>two bedrooms or more</i>	1.618		
Total		100%	3.092

¹ Persons per unit based on Statistics Canada Custom 2016 Census database.

² Forecast unit mix based upon historical trends and housing units in the development process.

(4) Mid 2019 households based upon 4,110 (2016 Census) + 96 (Mid 2016 to Mid 2019 unit estimate) = 4,206

(5) Decline occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.

(6) Includes townhouses and apartments in duplexes.

(7) Includes bachelor, 1 bedroom and 2 bedroom+ apartments.



**Schedule 4b
Schedule 3
Fifteen Year Growth Forecast
Mid 2019 to Mid Mid 2031**

		Population
2019 Population		11,571
Occupants of New Housing Units, Mid 2019 to Mid 2031	<i>Units (2)</i>	912
	<i>multiplied by P.P.U. (3)</i>	3.034
	<i>gross population increase</i>	2,767
Occupants of New Equivalent Institutional Units, Mid 2019 to Mid 2031	<i>Units</i>	7
	<i>multiplied by P.P.U. (3)</i>	1.100
	<i>gross population increase</i>	8
Decline in Housing Unit Occupancy, Mid 2019 to Mid 2031	<i>Units (4)</i>	5,118
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.112
	<i>total decline in population</i>	-572
Population Estimate to Mid 2031		13,774
Net Population Increase, Mid 2019 to Mid 2031		2,203

(1) 2019 Population based on:

$$2016 \text{ Population (11,439) + Mid 2016 to Mid 2019 estimated housing units to beginning of forecast period (96 x = 265) + (4,110 x -0.0324 = -133) = 11,571}$$

(2) 2016 population based on Statistics Canada Census unadjusted for Census undercount.

(3) Average number of persons per unit (p.p.u.) is assumed to be:

Structural Type	Persons Per Unit ¹ (P.P.U.)	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	3.193	87%	2.775
<i>Multiples (6)</i>	2.314	7%	0.171
<i>Apartments (7)</i>	1.542	6%	0.088
<i>one bedroom or less</i>	1.375		
<i>two bedrooms or more</i>	1.618		
Total		100%	3.034

¹ Persons per unit based on Statistics Canada Custom 2016 Census database.

² Forecast unit mix based upon historical trends and housing units in the development process.

(4) Mid 2019 households based upon 4,110 (2016 Census) + 96 (Mid 2016 to Mid 2019 unit estimate) = 4,206

(5) Decline occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.

(6) Includes townhouses and apartments in duplexes.

(7) Includes bachelor, 1 bedroom and 2 bedroom+ apartments.



**Schedule 4c
Town of Erin
Twenty-two Year Growth Forecast
Mid 2019 to Mid 2041**

		Population
2019 Population		11,571
Occupants of New Housing Units, Mid 2019 to Mid 2041	<i>Units (2)</i>	2,283
	<i>multiplied by P.P.U. (3)</i>	3.032
	<i>gross population increase</i>	6,921
Occupants of New Equivalent Institutional Units, Mid 2019 to Mid 2041	<i>Units</i>	20
	<i>multiplied by P.P.U. (3)</i>	1.100
	<i>gross population increase</i>	22
Decline in Housing Unit Occupancy, Mid 2019 to Mid 2041	<i>Units (4)</i>	6,489
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.055
	<i>total decline in population</i>	-354
Population Estimate to Mid 2041		18,160
Net Population Increase, Mid 2019 to Mid 2041		6,589

- (1) 2019 Population based on:
2016 Population (11,439) + Mid 2016 to Mid 2019 estimated housing units to beginning of forecast period (96 x = 265) + (4,110 x -0.0324 = -133) = 11,571
- (2) 2016 population based on Statistics Canada Census unadjusted for Census undercount.
- (3) Average number of persons per unit (p.p.u.) is assumed to be:

Structural Type	Persons Per Unit ¹ (P.P.U.)	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	3.193	87%	2.782
<i>Multiples (6)</i>	2.314	7%	0.154
<i>Apartments (7)</i>	1.542	6%	0.096
<i>one bedroom or less</i>	1.375		
<i>two bedrooms or more</i>	1.618		
Total		100%	3.032

¹ Persons per unit based on Statistics Canada Custom 2016 Census database.

² Forecast unit mix based upon historical trends and housing units in the development process.

- (4) Mid 2019 households based upon 4,110 (2016 Census) + 96 (Mid 2016 to Mid 2019 unit estimate) = 4,206
- (5) Decline occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.
- (6) Includes townhouses and apartments in duplexes.
- (7) Includes bachelor, 1 bedroom and 2 bedroom+ apartments.



**Schedule 5
Town of Erin
Buildout Growth Forecast
Mid 2019 to Buildout**

		Population
2019 Population		11,571
Occupants of New Housing Units, Mid 2019 to Buildout	<i>Units (2)</i>	4,497
	<i>multiplied by P.P.U. (3)</i>	2,780
	<i>gross population increase</i>	12,503
		12,503
Occupants of New Equivalent Institutional Units, Mid 2019 to Buildout	<i>Units</i>	33
	<i>multiplied by P.P.U. (3)</i>	1,100
	<i>gross population increase</i>	36
		36
Decline in Housing Unit Occupancy, Mid 2019 to Buildout	<i>Units (4)</i>	8,703
	<i>multiplied by P.P.U. decline rate (5)</i>	-0.025
	<i>total decline in population</i>	-221
		-221
Population Estimate to Buildout		23,889
Net Population Increase, Mid 2019 to Buildout		12,318

(1) 2019 Population based on:

$$2016 \text{ Population } (11,439) + \text{Mid 2016 to Mid 2019 estimated housing units to beginning of forecast period } (96 \times 265) + (4,110 \times -0.0324) = -133 = 11,571$$

(2) 2016 population based on Statistics Canada Census unadjusted for Census undercount.

(3) Average number of persons per unit (p.p.u.) is assumed to be:

Structural Type	Persons Per Unit ¹ (P.P.U.)	% Distribution of Estimated Units ²	Weighted Persons Per Unit Average
<i>Singles & Semi Detached</i>	3.193	71%	2.262
<i>Multiples (6)</i>	2.314	9%	0.207
<i>Apartments (7)</i>	1.542	20%	0.312
<i>one bedroom or less</i>	1.375		
<i>two bedrooms or more</i>	1.618		
Total		100%	2.780

¹ Persons per unit based on Statistics Canada Custom 2016 Census database.

² Forecast unit mix based upon historical trends and housing units in the development process.

(4) Mid 2019 households based upon 4,110 (2016 Census) + 96 (Mid 2016 to Mid 2019 unit estimate) = 4,206

(5) Decline occurs due to aging of the population and family life cycle changes, lower fertility rates and changing economic conditions.

(6) Includes townhouses and apartments in duplexes.

(7) Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

(8) Buildout represents the buildout of urban residential excluding rural development.



**Schedule 6a
Town of Erin
Summary of Vacant Land Supply Housing Potential as of 2016¹
Town of Erin Urban Area**

Stage of Development	Density Type			
	Singles & Semi-Detached	Multiples ¹	Apartments ²	Total
Lands designated for residential	3,186	293	293	3,772
<i>% Breakdown</i>	<i>84%</i>	<i>8%</i>	<i>8%</i>	<i>100%</i>
Additional Intensification	0	109	616	724
<i>% Breakdown</i>	<i>0%</i>	<i>15%</i>	<i>85%</i>	<i>100%</i>
Total	3,186	402	909	4,497
<i>% Breakdown</i>	<i>71%</i>	<i>9%</i>	<i>20%</i>	<i>100%</i>

Source: Wastewater Background Information, Ainley Group April 8, 2010 derived by Watson & Associates Economists Ltd. 2019.

¹ Includes townhomes and apartments in duplexes.

² Includes bachelor, 1 bedroom and 2 bedroom+ apartments.



Schedule 6b
Town of Erin
Summary of Vacant Land Supply Housing Potential as of 2016¹
Erin Village

Stage of Development	Density Type			
	Singles & Semi-Detached	Multiples ¹	Apartments ²	Total
Lands designated for residential	1,717	158	158	2,033
<i>% Breakdown</i>	84%	8%	8%	100%
Additional Intensification	0	102	581	683
<i>% Breakdown</i>	0%	15%	85%	100%
Total	1,717	260	739	2,716
<i>% Breakdown</i>	63%	10%	27%	100%

Source: Wastewater Background Information, Ainley Group April 8, 2910 derived by Watson & Associates Economists Ltd. 2019.

¹ Includes townhomes and apartments in duplexes.

² Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

Schedule 6c
Town of Erin
Summary of Vacant Land Supply Housing Potential as of 2016¹
Hillsburgh

Stage of Development	Density Type			
	Singles & Semi-Detached	Multiples ¹	Apartments ²	Total
Lands designated for residential	1,469	135	135	1,739
<i>% Breakdown</i>	84%	8%	8%	100%
Additional Intensification	0	6	35	42
<i>% Breakdown</i>	0%	15%	85%	100%
Total	1,469	141	170	1,781
<i>% Breakdown</i>	82%	8%	10%	100%

Source: Wastewater Background Information, Ainley Group April 8, 2910 derived by Watson & Associates Economists Ltd. 2019.

¹ Includes townhomes and apartments in duplexes.

² Includes bachelor, 1 bedroom and 2 bedroom+ apartments.



Schedule 7
Town of Erin
Historical Residential Building Permits
Years 2009 - 2018

Year	Residential Building Permits			
	Singles & Semi Detached	Multiples ¹	Apartments ²	Total
2009	23	1	1	25
2010	41	1	2	44
2011	35	0	0	35
2012	33	0	1	34
2013	22	0	0	22
Sub-total	154	2	4	160
Average (2009 - 2013)	31	0	1	32
% Breakdown	96.3%	1.3%	2.5%	100.0%
2014	24	0	0	24
2015	39	0	7	46
2016	33	0	5	38
2017	36	0	5	41
2018	15	0	2	17
Sub-total	147	0	19	166
Average (2014 - 2018)	29	0	4	33
% Breakdown	88.6%	0.0%	11.4%	100.0%
2009 - 2018				
Total	301	2	23	326
Average	30	0	2	33
% Breakdown	92.3%	0.6%	7.1%	100.0%

Source: Statistics Canada Publication, 64-001XIB

¹ Includes townhouses and apartments in duplexes.

² Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

³ Building permit data determined with Statistics Canada building permits issued by dwelling type from 2006-2010, and building permit data provided by the municipality from 2011-2018.



**Schedule 8a - 20 Year Average
Town of Erin
Persons Per Unit By Age and Type of Dwelling
(2016 Census)**

Age of Dwelling	Singles and Semi-Detached						25 Year Average Adjusted
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total	
1-5	-	-	-	3.000	-	2.944	
6-10	-	-	-	2.889	-	3.086	
11-15	-	-	-	3.125	-	3.133	
16-20	-	-	-	3.227	-	3.293	
20-25	-	-	-	3.333	-	3.326	3.193
25-35	-	-	-	2.952	3.952	3.038	
35+	-	1.583	1.868	2.714	3.286	2.645	
Total	-	1.786	1.853	2.869	3.779	2.854	

¹ Includes townhouses and apartments in duplexes.

² Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

³ Adjusted based on 2001-2016 historical trends.

Note: Does not include Statistics Canada data classified as 'Other'

P.P.U. Not calculated for samples less than or equal to 50 dwelling units, and does not include institutional population.



Schedule 8b
Wellington County (Less Guelph)
Persons Per Unit By Age and Type of Dwelling
(2016 Census)

Age of Dwelling	Singles and Semi-Detached						25 Year Average Adjusted
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total	
1-5	-	-	1.778	3.075	4.500	3.141	
6-10	-	-	1.745	3.017	4.875	3.018	
11-15	-	-	1.797	3.017	4.288	2.953	
16-20	-	1.545	1.667	2.986	4.345	2.921	
20-25	-	-	1.600	2.955	4.659	2.991	3.044
25-35	-	1.462	1.897	2.830	3.931	2.867	
35+	-	1.630	1.899	2.786	4.108	2.760	
Total	0.417	1.644	1.834	2.863	4.235	2.853	

Age of Dwelling	Multiples ¹						25 Year Average Adjusted
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total	
1-5	-	-	1.722	2.000	-	2.000	
6-10	-	-	1.667	2.600	-	2.156	
11-15	-	-	1.632	2.583	-	2.064	
16-20	-	-	-	2.889	-	2.632	
20-25	-	-	-	2.533	-	2.364	2.314
25-35	-	-	-	2.667	-	2.273	
35+	-	1.071	2.227	2.565	-	2.230	
Total	-	1.500	1.811	2.575	-	2.228	

Age of Dwelling	Apartments ²						25 Year Average Adjusted
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total	
1-5	-	1.438	1.386	-	-	1.477	
6-10	-	-	1.750	-	-	1.650	
11-15	-	-	1.412	-	-	1.385	
16-20	-	-	1.692	-	-	1.600	
20-25	-	-	1.609	-	-	1.471	1.542
25-35	-	1.162	1.735	-	-	1.542	
35+	-	1.126	1.597	2.320	-	1.494	
Total	0.900	1.191	1.590	2.225	-	1.503	

Age of Dwelling	All Density Types					
	< 1 BR	1 BR	2 BR	3/4 BR	5+ BR	Total
1-5	-	1.435	1.611	3.069	4.681	2.734
6-10	-	1.261	1.765	3.015	4.643	2.822
11-15	-	1.316	1.726	2.953	4.322	2.781
16-20	-	1.542	1.656	2.995	4.321	2.838
20-25	-	1.545	1.618	2.935	4.478	2.800
25-35	-	1.317	1.816	2.819	3.875	2.695
35+	-	1.267	1.828	2.776	4.077	2.618
Total	-	1.320	1.768	2.852	4.198	2.690

¹ Includes townhouses and apartments in duplexes.

² Includes bachelor, 1 bedroom and 2 bedroom+ apartments.

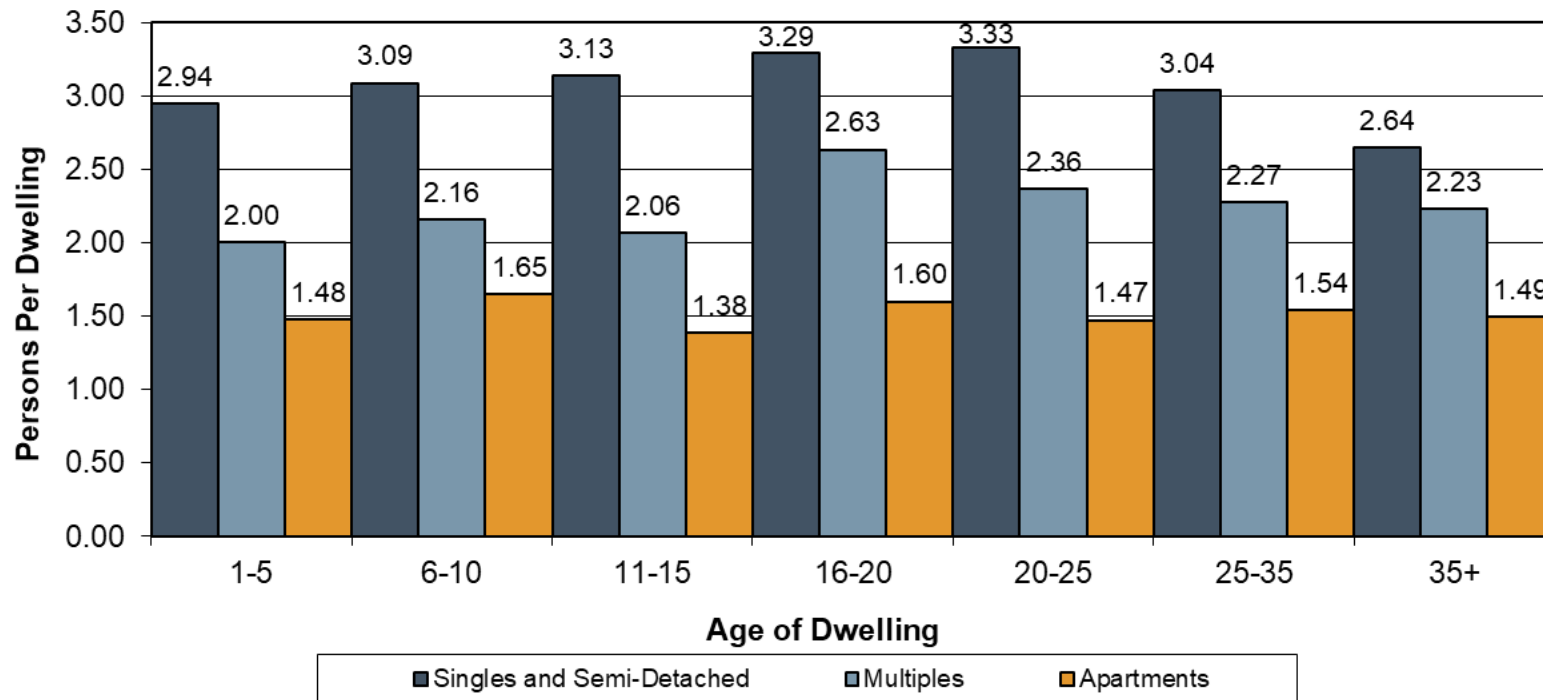
³ Adjusted based on 2001-2016 historical trends.

Note: Does not include Statistics Canada data classified as 'Other'

P.P.U. Not calculated for samples less than or equal to 50 dwelling units, and does not include institutional population.



**Schedule 9
Town of Erin
Persons Per Unit By Structural Type and Age of Dwelling
(2016 Census)**



Multiple and Apartment P.P.U.s are based on Wellington County (Less Guelph).



**Schedule 10a - Activity Rates
Town of Erin
2019 Employment Forecast**

Period	Population	Activity Rate							
		Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. ¹	Total Including NFPOW
Mid 2006	11,148	0.007	0.079	0.052	0.066	0.027	0.232	0.074	0.305
Mid 2011	11,418	0.005	0.067	0.057	0.070	0.032	0.231	0.074	0.305
Mid 2016	11,439	0.013	0.074	0.059	0.080	0.036	0.261	0.077	0.338
Mid 2019	11,571	0.013	0.074	0.059	0.080	0.036	0.262	0.077	0.339
Mid 2029	13,178	0.011	0.075	0.059	0.078	0.032	0.255	0.075	0.330
Mid 2031	13,774	0.011	0.075	0.059	0.078	0.032	0.254	0.074	0.328
Mid 2041	18,160	0.008	0.063	0.052	0.078	0.025	0.227	0.062	0.289
Buildout ²	23,889	0.006	0.063	0.055	0.086	0.026	0.236	0.059	0.295
Incremental Change									
Mid 2006 - Mid 2011	270	-0.002	-0.012	0.005	0.003	0.005	-0.001	0.001	0.000
Mid 2011 - Mid 2016	21	0.0083	0.0064	0.0019	0.0101	0.0039	0.0306	0.0025	0.0331
Mid 2016 - Mid 2019	132	0.0000	0.0000	0.0004	0.0000	0.0000	0.0004	0.0000	0.0004
Mid 2019 - Mid 2029	1,607	-0.0017	0.0006	0.0001	-0.0020	-0.0038	-0.0069	-0.0019	-0.0088
Mid 2019 - Mid 2031	2,203	-0.0022	0.0007	0.0001	-0.0020	-0.0043	-0.0077	-0.0025	-0.0102
Mid 2019 - Mid 2041	6,589	-0.0049	-0.0105	-0.0066	-0.0018	-0.0111	-0.0348	-0.0152	-0.0500
Mid 2019 - Buildout ²	12,318	-0.0068	-0.0105	-0.0039	0.0058	-0.0097	-0.0253	-0.0183	-0.0436

Derived from Wellington County Official Plan (Revisions November 9, 2017) forecast for the Town of Erin by Watson & Associates Economists Ltd., 2019

¹ Statistics Canada defines no fixed place of work (N.F.P.O.W.) employees as "persons who do not go from home to the same work place location at the beginning of each shift". Such persons include building and landscape contractors, travelling salespersons, independent truck drivers, etc.

² Buildout represents the buildout of urban residential excluding rural development.



**Schedule 10a - Employment Totals
Town of Erin
2019 Employment Forecast**

Period	Population	Employment								Total Employment (Including N.F.P.O.W.)	Employment Total Including Primary (Excluding N.F.P.O.W. and Work at Home)
		Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	Total	N.F.P.O.W. ¹			
Mid 2006	11,148	75	885	580	740	305	2,585	820	3,405	1,700	
Mid 2011	11,418	55	770	648	798	365	2,635	850	3,485	1,865	
Mid 2016	11,439	150	845	670	915	410	2,990	880	3,870	2,145	
Mid 2019	11,571	150	855	682	926	415	3,028	890	3,918	2,173	
Mid 2029	13,178	150	982	778	1,028	422	3,360	988	4,348	2,378	
Mid 2031	13,774	150	1,027	813	1,074	435	3,499	1,025	4,524	2,472	
Mid 2041	18,160	150	1,150	950	1,420	450	4,120	1,122	5,242	2,970	
Buildout ²	23,889	150	1,513	1,314	2,049	624	5,650	1,401	7,051	4,137	
Incremental Change											
Mid 2006 - Mid 2011	270	-20	-115	68	58	60	50	30	80	165	
Mid 2011 - Mid 2016	21	95	75	23	118	45	355	30	385	280	
Mid 2016 - Mid 2019	132	0	10	12	11	5	38	10	48	28	
Mid 2019 - Mid 2029	1,607	0	127	96	102	7	332	98	430	205	
Mid 2019 - Mid 2031	2,203	0	172	131	148	20	471	135	606	299	
Mid 2019 - Mid 2041	6,589	0	295	268	494	35	1,092	232	1,324	797	
Mid 2019 - Buildout ²	12,318	0	658	632	1,123	209	2,622	511	3,133	1,964	

Derived from Wellington County Official Plan (Revisions November 9, 2017) forecast for the Town of Erin by Watson & Associates Economists Ltd., 2019

¹ Statistics Canada defines no fixed place of work (N.F.P.O.W.) employees as "persons who do not go from home to the same work place location at the beginning of each shift". Such persons include building and landscape contractors, travelling salespersons, independent truck drivers, etc.

² Buildout represents the buildout of urban residential excluding rural development.



**Schedule 10b
Town of Erin
Employment & Gross Floor Area (G.F.A) Forecast, 2019 To Buildout**

Period	Population	Employment				Gross Floor Area in Square Feet (Estimated) ¹			
		Industrial	Commercial/ Population Related	Institutional	Total	Industrial	Commercial/ Population Related	Institutional	Total
Mid 2006	11,148	580	740	305	1,625				
Mid 2011	11,418	648	798	365	1,810				
Mid 2016	11,439	670	915	410	1,995				
Mid 2019	11,571	682	926	415	2,023				
Mid 2029	13,178	778	1,028	422	2,228				
Mid 2031	13,774	813	1,074	435	2,322				
Mid 2041	18,160	950	1,420	450	2,820				
Buildout ³	23,889	1,314	2,049	624	3,987				
Incremental Change									
Mid 2006 - Mid 2011	270	68	58	60	185				
Mid 2011 - Mid 2016	21	23	118	45	185				
Mid 2016 - Mid 2019	132	12	11	5	28	15,500	6,000	3,500	25,000
Mid 2019 - Mid 2029	1,607	96	102	7	205	124,900	56,100	4,900	185,900
Mid 2019 - Mid 2031	2,203	131	148	20	299	170,400	81,400	14,000	265,800
Mid 2019 - Mid 2041	6,589	268	494	35	797	348,500	271,700	24,500	644,700
Mid 2019 - Buildout ³	12,318	632	1,123	209	1,964	821,700	617,700	146,300	1,585,700

Derived from Wellington County Official Plan (Revisions November 9, 2017) forecast for the Town of Erin by Watson & Associates Economists Ltd., 2019

¹ Statistics Canada defines no fixed place of work (N.F.P.O.W.) employees as "persons who do not go from home to the same work place location at the beginning of each shift". Such persons include building and landscape contractors, travelling salespersons, independent truck drivers, etc.

² Square Foot Per Employee Assumptions

Industrial	1,300
Commercial/ Population Related	550
Institutional	700

* Reflects Mid 2019 to Mid 2039 forecast period

³ Buildout represents the buildout of urban residential excluding rural development.



Schedule 11

Town of Erin

Employment to Population Ratio by Major Employment Sector, 2006 to 2016

NAICS	Employment & Gross Floor Area (G.F.A) Forecast, 2016 To Buildout	Year				Change		Comments
		2001	2006	2011	2016	06-11	11-16	
Employment by industry								
	Primary Industry Employment							
11	<i>Agriculture, forestry, fishing and hunting</i>	245	245	245	300	0	55	Categories which relate to local land-based resources
21	<i>Mining and oil and gas extraction</i>	20	20	0	25	-20	25	
Sub-total		265	265	245	325	-20	80	
	Industrial and Other Employment							
22	<i>Utilities</i>	0	0	0	10	0	10	Categories which relate primarily to industrial land supply and demand
23	<i>Construction</i>	160	160	150	180	-10	30	
31-33	<i>Manufacturing</i>	295	295	455	245	160	-210	
41	<i>Wholesale trade</i>	190	190	165	150	-25	-15	
48-49	<i>Transportation and warehousing</i>	90	90	90	155	0	65	
56	<i>Administrative and support</i>	90	45	88	73	43	-15	
Sub-total		825	780	948	813	168	-135	
	Population Related Employment							
44-45	<i>Retail trade</i>	385	385	305	395	-80	90	Categories which relate primarily to population growth within the municipality
51	<i>Information and cultural industries</i>	40	40	55	45	15	-10	
52	<i>Finance and insurance</i>	40	40	55	110	15	55	
53	<i>Real estate and rental and leasing</i>	35	35	10	40	-25	30	
54	<i>Professional, scientific and technical services</i>	245	245	270	275	25	5	
55	<i>Management of companies and enterprises</i>	20	20	0	10	-20	10	
56	<i>Administrative and support</i>	90	45	88	73	43	-15	
71	<i>Arts, entertainment and recreation</i>	85	85	15	115	-70	100	
72	<i>Accommodation and food services</i>	175	175	80	135	-95	55	
81	<i>Other services (except public administration)</i>	110	110	180	175	70	-5	
Sub-total		1,225	1,180	1,058	1,373	-123	315	
	Institutional							
61	<i>Educational services</i>	155	155	185	215	30	30	
62	<i>Health care and social assistance</i>	160	160	175	205	15	30	
91	<i>Public administration</i>	45	45	25	60	-20	35	
Sub-total		360	360	385	480	25	95	
Total Employment		2,675	2,585	2,635	2,990	50	355	
Population		11,052	11,148	11,418	11,439	270	21	
Employment to Population Ratio								
Industrial and Other Employment		0.07	0.07	0.08	0.07	0.01	-0.01	
Population Related Employment		0.11	0.11	0.09	0.12	-0.01	0.03	
Institutional Employment		0.03	0.03	0.03	0.04	0.00	0.01	
Primary Industry Employment		0.02	0.02	0.02	0.03	0.00	0.01	
Total		0.24	0.23	0.23	0.26	0.00	0.03	

Source: Statistics Canada Employment by Place of Work

Note: 2006-2016 employment figures are classified by North American Industry Classification System (NAICS) Code



Appendix B

Level of Service



**APPENDIX B - LEVEL OF SERVICE CEILING
TOWN OF ERIN**

SUMMARY OF SERVICE STANDARDS AS PER DEVELOPMENT CHARGES ACT, 1997, AS AMENDED							
Service Category	Sub-Component	10 Year Average Service Standard					Maximum Ceiling LOS
		Cost (per capita)		Quantity (per capita)	Quality (per capita)		
Services Related to a Highway	Roads and Related	\$23,358.50	0.0257	km of roadways	908,891	per lane km	153,909,157
	Bridges, Culverts & Structures	\$3,001.70	0.0043	Number of Bridges, Culverts & Stru	698,070	per item	19,778,201
	Sidewalks	\$147.80	0.0010	km of roadways	147,800	per km	973,854
	Streetlights	\$423.30	0.0706	No. of Streetlights	5,996	per signal	2,789,124
	Public Works - Facilities	\$409.26	1.5816	ft ² of building area	259	per sq.ft.	2,696,614
	Public Works - Vehicles and Equipment	\$359.72	0.0023	No. of vehicles and equipment	156,400	per vehicle	2,370,195
Fire Protection Services	Fire Facilities	\$360.28	1.2995	ft ² of building area	277	per sq.ft.	2,373,885
	Fire Vehicles	\$529.62	0.0009	No. of vehicles	588,467	per vehicle	3,489,666
	Fire Small Equipment and Gear	\$73.70	0.0077	No. of equipment and gear	9,571	per Firefighter	485,609
Parks and Recreation	Parkland Development	\$191.72	0.0028	Acres of Parkland	68,471	per acre	308,094
	Parkland Amenities	\$206.11	0.0034	No. of parkland amenities	60,621	per amenity	331,219
	Indoor Recreation Facilities	\$1,842.27	7.2849	ft ² of building area	253	per sq.ft.	2,960,528
	Recreation Vehicles and Equipment	\$31.95	0.0006	No. of vehicles and equipment	53,250	per vehicle	51,344



**Town of Erin
Service Standard Calculation Sheet**

Service: Roads
Unit Measure: km of roadways

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/km)
Earth Roads	0.57	0.57	0.57	0.57	0.30	0.30	0.30	0.30	0.30	0.30	\$13,300
Gravel Roads	199.40	199.40	199.40	199.40	191.70	191.70	191.70	184.90	184.90	184.90	\$143,300
Surface Treated Roads	35.63	35.63	35.63	35.63	35.40	35.40	35.40	35.40	35.40	35.40	\$318,000
Hot Mix Asphalt Roads	58.36	58.36	58.36	58.36	66.30	66.30	66.30	73.10	73.10	73.10	\$715,000
Land (Acres)	1,453	1,453	1,453	1,453	1,451	1,451	1,451	1,451	1,451	1,451	\$125,000
Total Road KM	293.96	293.96	293.96	293.96	293.70	293.70	293.70	293.70	293.70	293.70	

Population	11,334	11,347	11,418	11,437	11,450	11,418	11,394	11,439	11,499	11,568
Per Capita Standard	0.026	0.026	0.026	0.026	0.026	0.026	0.026	0.026	0.026	0.025

10 Year Average	2009-2018
Quantity Standard	0.0257
Quality Standard	\$908,891
Service Standard	\$23,359

D.C. Amount (before deductions)	2041
Forecast Population	6,589
\$ per Capita	\$23,359
Eligible Amount	\$153,909,157



**Town of Erin
Service Standard Calculation Sheet**

Service: Streetlights
Unit Measure: No. of Streetlights

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/item)
Streetlights (Units)	782	782	782	782	823	823	823	823	823	823	\$6,000
Total	782	782	782	782	823	823	823	823	823	823	

Population	11,334	11,347	11,418	11,437	11,450	11,418	11,394	11,439	11,499	11,568
Per Capita Standard	0.0690	0.0689	0.0685	0.0684	0.0719	0.0721	0.0722	0.0719	0.0716	0.0711

10 Year Average	2009-2018
Quantity Standard	0.0706
Quality Standard	\$5,996
Service Standard	\$423

D.C. Amount (before deductions)	2041
Forecast Population	6,589
\$ per Capita	\$423
Eligible Amount	\$2,789,124



**Town of Erin
Service Standard Calculation Sheet**

Service: Sidewalks
Unit Measure: km of roadways

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/km)
Sidewalks (km)	11	11	11	11	11	11	11	11	12	12	\$150,000
Pedestrian Crosswalk	-	-	-	-	-	-	-	-	-	1	\$84,100
Total	11	11	11	11	11	11	11	11	12	13	

Population	11,334	11,347	11,418	11,437	11,450	11,418	11,394	11,439	11,499	11,568
Per Capita Standard	0.0010	0.0010	0.0010	0.0010	0.0010	0.0010	0.0010	0.0010	0.0010	0.0011

10 Year Average	2009-2018
Quantity Standard	0.0010
Quality Standard	\$147,800
Service Standard	\$148

D.C. Amount (before deductions)	2041
Forecast Population	6,589
\$ per Capita	\$148
Eligible Amount	\$973,854



**Town of Erin
Service Standard Calculation Sheet**

Service: Bridges, Culverts & Structures
Unit Measure: Number of Bridges, Culverts & Structures

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/item)
Bridges (Units)	12	12	12	12	12	12	12	12	12	12	\$1,006,200
Culverts (Units)	37	37	37	37	37	37	37	37	37	37	\$600,600
Parking Lot (acres)	-	-	-	-	-	-	-	-	1	1	\$60,400
Total Items	49	49	49	49	49	49	49	49	50	50	

Population	11,334	11,347	11,418	11,437	11,450	11,418	11,394	11,439	11,499	11,568
Per Capita Standard	0.0043	0.0043	0.0043	0.0043	0.0043	0.0043	0.0043	0.0043	0.0043	0.0043

10 Year Average	2009-2018
Quantity Standard	0.0043
Quality Standard	\$698,070
Service Standard	\$3,002

D.C. Amount (before deductions)	2041
Forecast Population	6,589
\$ per Capita	\$3,002
Eligible Amount	\$19,778,201



**Town of Erin
Service Standard Calculation Sheet**

Service: Public Works - Facilities
Unit Measure: ft² of building area

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Storage Shed	3,234	3,234	3,234	3,234	3,234	3,234	3,234	3,234	3,234	3,234	\$59	\$106
Equipment Depot	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	\$422	\$547
Sand Dome	7,530	7,530	7,530	7,530	7,530	7,530	7,530	7,530	7,530	7,530	\$39	\$78
Salt Storage Structure (32 x 30 x 10)	-	-	-	-	-	-	-	-	960	960	\$33	\$33
Municipal Bldg Roads office space	188	188	188	188	188	188	188	188	188	188	\$190	\$251
Municipal Bldg Planning office space	100	100	100	100	100	100	100	100	100	100	\$190	\$251
Municipal Bldg Building office space	235	235	235	235	235	235	235	235	235	235	\$190	\$251
Total	17,887	17,887	17,887	17,887	17,887	17,887	17,887	17,887	18,847	18,847		

Population	11,334	11,347	11,418	11,437	11,450	11,418	11,394	11,439	11,499	11,568
Per Capita Standard	1.5782	1.5764	1.5666	1.5640	1.5622	1.5666	1.5699	1.5637	1.6390	1.6292

10 Year Average	2009-2018
Quantity Standard	1.5816
Quality Standard	\$259
Service Standard	\$409

D.C. Amount (before deductions)	2041
Forecast Population	6,589
\$ per Capita	\$409
Eligible Amount	\$2,696,614



**Town of Erin
Service Standard Calculation Sheet**

Service: Public Works - Vehicles and Equipment
Unit Measure: No. of vehicles and equipment

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/Vehicle)
Brush Chipper	1	1	1	1	1	1	1	1	1	1	\$46,600
Tandem Axle Trucks	4	4	4	4	4	4	4	4	4	4	\$363,500
Tractor	1	1	1	1	1	1	1	1	1	1	\$52,000
Tractor Attachments	5	5	5	5	5	5	5	5	5	6	\$80,600
Equipment Trailers	2	2	2	1	1	1	1	1	1	1	\$38,900
Grader	3	3	3	3	3	3	3	3	3	3	\$403,900
Loader	1	1	1	1	1	1	1	1	1	1	\$311,600
Culvert Steamer	1	1	1	1	1	1	1	1	1	1	\$20,800
Trackless Sidewalk Maintainer	1	1	1	1	1	1	1	1	1	1	\$144,300
Excavator	1	1	1	1	1	1	1	1	1	1	\$230,800
Pickup Trucks	2	2	2	2	2	2	3	3	3	3	\$46,400
One Ton Utility Truck	1	1	1	1	1	1	1	1	1	1	\$35,800
Roadside Mower	-	-	1	1	1	1	1	1	1	1	\$10,900
Snow Plow Blade	-	-	-	-	-	-	-	-	-	1	\$10,900
Car Mate	-	1	1	1	1	1	1	1	1	1	\$8,200
Water Trailer	1	1	1	1	1	1	1	1	1	1	\$8,300
Cube Van	-	-	-	-	-	-	-	-	-	1	\$57,700
Total	24	25	26	25	25	25	26	26	26	29	

Population	11,334	11,347	11,418	11,437	11,450	11,418	11,394	11,439	11,499	11,568
Per Capita Standard	0.0021	0.0022	0.0023	0.0022	0.0022	0.0022	0.0023	0.0023	0.0023	0.0025

10 Year Average	2009-2018
Quantity Standard	0.0023
Quality Standard	\$156,400
Service Standard	\$360

D.C. Amount (before deductions)	2041
Forecast Population	6,589
\$ per Capita	\$360
Eligible Amount	\$2,370,196



**Town of Erin
Service Standard Calculation Sheet**

Service: Fire Facilities
Unit Measure: ft² of building area

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Bid'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Hillsburgh Fire Hall (Station #50)	4,360	4,360	4,360	4,360	13,368	13,368	13,368	13,368	13,368	13,368	\$244	\$289
Erin Fire Hall (Station #10) w/Tower, Shed	4,845	4,845	4,845	4,845	4,845	4,845	4,845	4,845	4,845	4,845	\$197	\$255
Fire Office Space located in Municipal Building	258	258	258	258	258	258	258	258	258	258	\$190	\$251
Total	9,463	9,463	9,463	9,463	18,471	18,471	18,471	18,471	18,471	18,471		

Population	11,334	11,347	11,418	11,437	11,450	11,418	11,394	11,439	11,499	11,568
Per Capita Standard	0.8349	0.8340	0.8288	0.8274	1.6132	1.6177	1.6211	1.6147	1.6063	1.5967

10 Year Average	2009-2018
Quantity Standard	1.2995
Quality Standard	\$277
Service Standard	\$360

D.C. Amount (before deductions)	10 Year
Forecast Population	6,589
\$ per Capita	\$360
Eligible Amount	\$2,373,885



**Town of Erin
Service Standard Calculation Sheet**

Service: Fire Vehicles
Unit Measure: No. of vehicles

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/Vehicle)
Pumper	4	4	4	4	4	4	4	4	4	4	\$800,000
Tanker	3	3	3	3	3	3	3	3	3	3	\$700,000
SCAT/Rescue Van	2	2	2	2	2	2	2	2	2	2	\$350,000
Fire Chiefs Pickup	-	-	-	1	1	1	1	1	1	-	\$70,000
Kubota ATV & Trailer	-	-	-	-	-	-	1	1	1	1	\$29,200
Total	9	9	9	10	10	10	11	11	11	10	

Population	11,334	11,347	11,418	11,437	11,450	11,418	11,394	11,439	11,499	11,568
Per Capita Standard	0.0008	0.0008	0.0008	0.0009	0.0009	0.0009	0.0010	0.0010	0.0010	0.0009

10 Year Average	2009-2018
Quantity Standard	0.0009
Quality Standard	\$588,467
Service Standard	\$530

D.C. Amount (before deductions)	2041
Forecast Population	6,589
\$ per Capita	\$530
Eligible Amount	\$3,489,666



**Town of Erin
Service Standard Calculation Sheet**

Service: Fire Small Equipment and Gear
Unit Measure: No. of equipment and gear

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/item)
Equipped Firefighters	60	60	60	60	60	60	60	60	60	60	\$8,000
Radio Dispatch	2	2	2	2	2	2	2	2	2	2	\$8,700
Hydraulic Rescue Tools	1	1	1	1	1	1	1	1	1	1	\$12,700
Breathing Apparatus SCBA	24	24	24	24	24	24	24	24	24	24	\$12,200
Radio System (Tower)	-	-	-	-	-	-	-	1	1	2	\$90,900
Spreaders & Cutters	-	-	-	-	-	-	-	-	-	1	\$33,900
Total	87	87	87	87	87	87	87	88	88	90	

Population	11,334	11,347	11,418	11,437	11,450	11,418	11,394	11,439	11,499	11,568
Per Capita Standard	0.0077	0.0077	0.0076	0.0076	0.0076	0.0076	0.0076	0.0077	0.0077	0.0078

10 Year Average	2009-2018
Quantity Standard	0.0077
Quality Standard	\$9,571
Service Standard	\$74

D.C. Amount (before deductions)	2041
Forecast Population	6,589
\$ per Capita	\$74
Eligible Amount	\$485,609



**Town of Erin
Service Standard Calculation Sheet**

Service: Parkland Development
Unit Measure: Acres of Parkland

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/Acre)
Parkette adjacent to Medical Centre	1.21	1.21	1.21	1.21	1.21	1.21	1.21	1.21	1.21	1.21	\$69,200
Hillsburgh (105 Main St.)	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	0.17	\$69,200
Lions Club Park	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.86	\$69,200
Hulls Dam	16.80	16.80	16.80	16.80	16.80	16.80	16.80	16.80	16.80	16.80	\$69,200
Carberry Park	1.79	1.79	1.79	1.79	1.79	1.79	1.79	1.79	1.79	1.79	\$69,200
Mountainview Park	1.38	1.38	1.38	1.38	1.38	1.38	1.38	1.38	1.38	1.38	\$69,200
Athenwood (Orton)	0.52	0.52	0.52	0.52	0.52	0.52	0.52	0.52	0.52	0.52	\$69,200
Madison Lakes	7.14	7.14	7.14	7.14	7.14	7.14	7.14	7.14	7.14	7.14	\$69,200
Crewson Ridge	1.73	1.73	1.73	1.73	1.73	1.73	1.73	1.73	1.73	1.73	\$69,200
McMillan Park (109 Main St)	-	0.07	0.07	0.07	0.07	0.07	0.07	0.07	0.07	0.07	\$69,200
Total	31.60	31.67	31.67	31.67	31.67	31.67	31.67	31.67	31.67	31.67	

Population	11,334	11,347	11,418	11,437	11,450	11,418	11,394	11,439	11,499	11,568
Per Capita Standard	0.0028	0.0028	0.0028	0.0028	0.0028	0.0028	0.0028	0.0028	0.0028	0.0027

10 Year Average	2009-2018
Quantity Standard	0.0028
Quality Standard	\$68,471
Service Standard	\$192

D.C. Amount (before deductions)	10 Year
Forecast Population	1,607
\$ per Capita	\$192
Eligible Amount	\$308,094



**Town of Erin
Service Standard Calculation Sheet**

Service: Parkland Amenities
Unit Measure: No. of parkland amenities

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/item)
Lighting of Fields	4	4	4	4	4	4	4	4	4	4	\$139,200
Bleachers	3	3	3	3	3	3	3	3	3	6	\$26,000
Tennis Courts	5	5	5	5	5	5	5	5	5	5	\$69,200
Lighting of Tennis Courts	1	1	1	1	1	1	1	1	1	1	\$156,300
Play Structures	6	6	6	6	6	6	6	6	6	6	\$36,000
Soccer Field	9	9	9	9	10	10	10	10	10	10	\$35,200
Baseball Diamonds	5	5	5	5	5	5	5	5	5	5	\$24,900
Stakeboard Park, Boland Dr	-	-	-	1	1	1	1	1	1	1	\$166,200
Barbour Field Pavilion	1	1	1	1	1	1	1	1	1	1	\$299,100
McMillan Park Pavilion	1	1	1	1	1	1	1	1	1	1	\$54,900
Ballinafad CC Pavilion	1	1	1	1	1	1	1	1	1	1	\$33,800
Rubber Mulch	-	-	-	-	-	-	-	-	2	2	\$11,600
Heritage Park Gazebo	-	-	-	-	-	-	-	1	1	1	\$20,800
McMillan Park Lighting/Structures	-	-	-	-	-	-	-	-	-	1	\$53,200
McMillan Park Parking Lot	-	-	-	-	-	-	-	-	1	1	\$64,400
Total	36	36	36	37	38	38	38	39	42	46	

Population	11,334	11,347	11,418	11,437	11,450	11,418	11,394	11,439	11,499	11,568
Per Capita Standard	0.0032	0.0032	0.0032	0.0032	0.0033	0.0033	0.0033	0.0034	0.0037	0.0040

10 Year Average	2009-2018
Quantity Standard	0.0034
Quality Standard	\$60,621
Service Standard	\$206

D.C. Amount (before deductions)	10 Year
Forecast Population	1,607
\$ per Capita	\$206
Eligible Amount	\$331,219



**Town of Erin
Service Standard Calculation Sheet**

Service: Indoor Recreation Facilities
Unit Measure: ft² of building area

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Bld'g Value (\$/sq.ft.)	Value/sq.ft. with land, site works, etc.
Community Hall - Ballinacfad	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	\$203	\$237
Tennis Clubhouse	600	600	600	600	600	600	600	600	600	600	\$116	\$116
Canteens/Concessions - Vic Park, Barbour Field	3,380	3,380	3,380	3,380	3,380	3,380	3,380	3,380	3,380	3,380	\$34	\$34
Hillsburgh Arena & Comm. Centre - 95 Trafalgar Rd, Hillsburgh	20,888	20,888	20,888	20,888	20,888	20,888	20,888	20,888	20,888	20,888	\$223	\$255
Centre 2000 Arena & Comm. Centre - 14 Boland Dr., Erin	50,729	50,729	53,861	53,861	53,861	53,861	53,861	53,861	53,861	53,861	\$223	\$269
Municipal Bldg Recreation office space	169	169	169	169	169	169	169	169	169	169	\$190	\$251
Total	80,766	80,766	83,898	83,898	83,898	83,898	83,898	83,898	83,898	83,898		

Population	11,334	11,347	11,418	11,437	11,450	11,418	11,394	11,439	11,499	11,568
Per Capita Standard	7.1260	7.1178	7.3479	7.3357	7.3273	7.3479	7.3633	7.3344	7.2961	7.2526

10 Year Average	2009-2018
Quantity Standard	7.2849
Quality Standard	\$253
Service Standard	\$1,842

D.C. Amount (before deductions)	10 Year
Forecast Population	1,607
\$ per Capita	\$1,842
Eligible Amount	\$2,960,528



**Town of Erin
Service Standard Calculation Sheet**

Service: Recreation Vehicles and Equipment
Unit Measure: No. of vehicles and equipment

Description	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Value (\$/Vehicle)
Riding Mower	4	4	4	4	4	4	3	3	3	3	\$33,000
Ice Resurfacers	2	2	2	2	2	2	2	2	2	2	\$98,100
Truck (Dump)	-	-	-	-	-	-	-	-	-	1	\$57,800
Truck	1	1	1	1	1	1	1	1	1	1	\$40,800
Van	-	-	-	-	-	-	-	-	-	1	\$36,300
Total	7	7	7	7	7	7	6	6	6	8	

Population	11,334	11,347	11,418	11,437	11,450	11,418	11,394	11,439	11,499	11,568
Per Capita Standard	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

10 Year Average	2009-2018
Quantity Standard	0.0006
Quality Standard	\$53,250
Service Standard	\$32

D.C. Amount (before deductions)	10 Year
Forecast Population	1,607
\$ per Capita	\$32
Eligible Amount	\$51,344



Appendix C

Long-Term Capital and Operating Cost Examination



Appendix C: Long-Term Capital and Operating Cost Examination

Town of Erin Annual Capital and Operating Cost Impact

As a requirement of the D.C.A. under subsection 10(2)(c), an analysis must be undertaken to assess the long-term capital and operating cost impacts for the capital infrastructure projects identified within the D.C. As part of this analysis, it was deemed necessary to isolate the incremental operating expenditures directly associated with these capital projects, factor in cost saving attributable to economies of scale or cost sharing where applicable and prorate the cost on a per unit basis (i.e. sq.ft. of building space, per vehicle, etc.). This was undertaken through a review of the Town's approved 2017 Financial Information Return (F.I.R.).

In addition to the operational impacts, over time the initial capital projects will require replacement. This replacement of capital is often referred to as life cycle cost. By definition, life cycle costs are all the costs which are incurred during the life of a physical asset, from the time its acquisition is first considered, to the time it is taken out of service for disposal or redeployment. The method selected for life cycle costing is the sinking fund method which provides that money will be contributed annually and invested, so that those funds will grow over time to equal the amount required for future replacement. The following factors were utilized to calculate the annual replacement cost of the capital projects (annual contribution = factor X capital asset cost) and are based on an annual growth rate of 2% (net of inflation) over the average useful life of the asset:

Asset	Lifecycle Cost Factors	
	Average Useful Life	Factor
Watermains	75	0.00586
Roads - Urban	40	0.01656
Roads - Rural	20	0.04116
Bridges	45	0.01391
Facilities	40	0.01656
Vehicles	10	0.09133
Equipment	10	0.09133
Parkland	15	0.05783



Table C-1 depicts the annual operating impact resulting from the proposed gross capital projects at the time they are all in place. It is important to note that, while Town program expenditures will increase with growth in population, the costs associated with the new infrastructure (i.e. facilities) would be delayed until the time these works are in place.

Table C-1
Town of Erin
Operating and Capital Expenditure Impacts for Future Capital Expenditures

SERVICE	GROSS COST LESS BENEFIT TO EXISTING	ANNUAL LIFECYCLE EXPENDITURES	ANNUAL OPERATING EXPENDITURES	TOTAL ANNUAL EXPENDITURES
1. Water Services				
1.1 Treatment, storage and distribution systems	46,033,308	2,402,959	1,273,762	3,676,721
2. Services Related to a Highway				
2.1 Roads, Facilities, Vehicles & Equipment	19,408,474	971,776	2,764,801	3,736,577
3. Fire Protection Services				
3.1 Fire facilities, vehicles & equipment	6,053,803	324,532	617,720	942,252
4. Parks & Recreation Services				
4.1 Parkland development, Recreation facilities, vehicles and equipment	3,570,543	210,007	242,299	452,306
5. Administration				
5.1 Administration - Engineering Studies	1,289,662		-	-
5.2 Administration - Community Based Studies	261,963		-	-
Total	76,617,752	3,909,274	4,898,582	8,807,856



Appendix D

D.C. Reserve Fund Policy



Appendix D: D.C. Reserve Fund Policy

D.1 Legislative Requirements

The Development Charges Act, 1997 (D.C.A.) requires development charge collections (and associated interest) to be placed in separate reserve funds. Sections 33 through 36 of the Act provide the following regarding reserve fund establishment and use:

- a municipality shall establish a reserve fund for each service to which the D.C. by-law relates; s.7(1), however, allows services to be grouped into categories of services for reserve fund (and credit) purposes, although only 100% eligible and 90% eligible services may be combined (minimum of two reserve funds);
- the municipality shall pay each development charge it collects into a reserve fund or funds to which the charge relates;
- the money in a reserve fund shall be spent only for the “capital costs” determined through the legislated calculation process (as per s.5(1) 2-8);
- money may be borrowed from the fund but must be paid back with interest (O.Reg. 82/98, s.11(1) defines this as Bank of Canada rate either on the day the by-law comes into force or, if specified in the by-law, the first business day of each quarter); and
- D.C. reserve funds may not be consolidated with other municipal reserve funds for investment purposes and may only be as an interim financing source for capital undertakings for which development charges may be spent (s.37).

Annually, the Treasurer of the municipality is required to provide Council with a financial statement related to the D.C. by-law(s) and reserve funds. This statement must be made available to the public and may be requested to be forwarded to the Minister of Municipal Affairs and Housing. The D.C.A. does not prescribe how the statement is to be made available to the public. We would recommend that a resolution of Council make the statement available on the municipality’s website or upon request.

Subsection 43(2) and O.Reg. 82/98 prescribes the information that must be included in the Treasurer’s statement, as follows:

- opening balance;
- closing balance;



- description of each service and/or service category for which the reserve fund was established (including a list of services within a service category);
- transactions for the year (e.g. collections, draws) including each assets capital costs to be funded from the D.C. reserve fund and the manner for funding the capital costs not funded under the D.C. by-law (i.e. non-D.C. recoverable cost share and post-period D.C. recoverable cost share);
- for projects financed by development charges, the amount spent on the project from the D.C. reserve fund and the amount and source of any other monies spent on the project.
- amounts borrowed, purpose of the borrowing and interest accrued during previous year;
- amount and source of money used by the municipality to repay municipal obligations to the D.C. reserve fund;
- list of credits by service or service category (outstanding at beginning of the year, given in the year and outstanding at the end of the year by holder);
- for credits granted under s.14 of the old D.C.A., a schedule identifying the value of credits recognized by the municipality, the service to which it applies and the source of funding used to finance the credit; and
- a statement as to compliance with s.s. 59(1) of the D.C.A., whereby the municipality shall not impose, directly or indirectly, a charge related to a development or a requirement to construct a service related to development, except as permitted by the D.C.A. or another Act.

Based upon the above, Figure 1, and Attachments 1 and 2, set out the format for which annual reporting to Council should be provided.

D.2 D.C. Reserve Fund Application

Section 35 of the D.C.A. states that:

“The money in a reserve fund established for a service may be spent only for capital costs determined under paragraphs 2 to 8 of subsection 5(1).”

This provision clearly establishes that reserve funds collected for a specific service are only to be used for that service, or to be used as a source of interim financing of capital undertakings for which a development charge may be spent.



Figure 1
Town of Erin
Annual Treasurer's Statement of Development Charge Reserve Funds

Description	Services to which the Development Charge Relates						Total
	Non-Discounted Services			Discounted Services			
	Services Related to a Highway	Water Services	Fire Protection Services	Parks & Recreation Services	Administration - Engineering Studies	Administration - Community Based Studies	
Opening Balance, January 1, _____							0
<u>Plus:</u>							
Development Charge Collections							0
Accrued Interest							0
Repayment of Monies Borrowed from Fund and Associated Interest ¹							0
Sub-Total	0	0	0	0	0	0	0
<u>Less:</u>							
Amount Transferred to Capital (or Other) Funds ²							0
Amounts Refunded							0
Amounts Loaned to Other D.C. Service Category for Interim Financing							0
Credits ³							0
Sub-Total	0	0	0	0	0	0	0
Closing Balance, December 31, _____	0	0	0	0	0	0	0

¹ Source of funds used to repay the D.C. reserve fund

² See Attachment 1 for details

³ See Attachment 2 for details

The Municipality is compliant with s.s. 59.1 (1) of the *Development Charges Act*, whereby charges are not directly or indirectly imposed on development nor has a requirement to construct a service related to development been imposed, except as permitted by the *Development Charges Act* or another Act.



**Attachment 1
Town of Erin**

Amount Transferred to Capital (or Other) Funds - Capital Fund Transactions

Capital Fund Transactions	Gross Capital Cost	D.C. Recoverable Cost Share					Non-D.C. Recoverable Cost Share				
		D.C. Forecast Period			Post D.C. Forecast Period		Other Reserve/Reserve Fund Draws	Tax Supported Operating Fund Contributions	Rate Supported Operating Fund Contributions	Debt Financing	Grants, Subsidies Other Contributions
		D.C. Reserve Fund Draw	D.C. Debt Financing	Grants, Subsidies Other Contributions	Post-Period Benefit/Capacity Interim Financing	Grants, Subsidies Other Contributions					
Services Related to a Highway											
Capital Cost A											
Capital Cost B											
Capital Cost C											
Sub-Total - Services Related to Highways	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water Services											
Capital Cost D											
Capital Cost E											
Capital Cost F											
Sub-Total - Water	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fire Protection Services											
Capital Cost G											
Capital Cost H											
Capital Cost I											
Sub-Total - Fire Protection Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Amount Transferred to Operating (or Other) Funds - Operating Fund Transactions

Operating Fund Transactions	Repayment	D.C. Reserve Fund Draw		Post D.C. Forecast Period			Non-D.C. Recoverable Cost Share		
		Principal	Interest	Principal	Interest	Source	Principal	Interest	Source
Services Related to a Highway									
Capital Cost J									
Capital Cost K									
Capital Cost L									
Sub-Total - Services Related to Highways	\$0	\$0	\$0	\$0	\$0		\$0	\$0	
Water Services									
Capital Cost M									
Capital Cost N									
Capital Cost O									
Sub-Total - Water	\$0	\$0	\$0	\$0	\$0		\$0	\$0	
Fire Protection Services									
Capital Cost P									
Capital Cost Q									
Capital Cost R									
Sub-Total - Fire Protection Services	\$0	\$0	\$0	\$0	\$0		\$0	\$0	



Attachment 2
Town of Erin
Statement of Credit Holder Transactions

Credit Holder	Applicable D.C. Reserve Fund	Credit Balance Outstanding Beginning of Year _____	Additional Credits Granted During Year	Credits Used by Holder During Year	Credit Balance Outstanding End of Year _____
Credit Holder A					
Credit Holder B					
Credit Holder C					
Credit Holder D					
Credit Holder E					
Credit Holder F					



Appendix E

Local Service Policy



Appendix E: Local Service Policy

Town of Erin

General Policy Guidelines on Development Charge and Local Service Funding for Road-Related, Water and Stormwater Management

Through discussions with Town staff, the following local service guidelines are proposed to delineate the jurisdiction for capital cost recovery (i.e. local service or development charges).

1. Collector Roads

- 1.1 Collector Roads Internal to Development – Direct developer responsibility under s. 59 of the D.C.A. (as a local service).
- 1.2 Roads (collector and arterial) external to development – Include in the D.C. calculation to the extent permitted under s. 5 (1) of the D.C.A. (dependent on local circumstances).
- 1.3 Stream crossing and rail crossing road works, excluding underground utilities but including all other works within lands to be dedicated to the Town or rail corridors – Include in the D.C. calculation to the extent permitted under s. 5 (1) of the D.C.A. (dependent on local circumstances).

2. Traffic Signals

- 2.1 Traffic signalization external to development – Include in the D.C. calculation to the extent permitted under s. 5 (1) of the D.C.A.

3. Intersection Improvements

- 3.1 New roads (collector and arterial) and road (collector and arterial) improvements – Include as part of road costing noted in item 1, to limits or right of way (R.O.W.).
- 3.2 Intersections improvement within specific developments and all works necessary to connect to entrances (private and specific subdivision) to the



roadway – Direct developer responsibility under s. 59 of the D.C.A. (as a local service).

- 3.3 Intersections with County roads – Include in the D.C. calculation to the extent that they are the Town's responsibility.
- 3.4 Intersection improvements on other roads due to development growth increasing traffic – Include in the D.C. calculation.

4. Streetlights

- 4.1 Streetlights on external roads – Include in the D.C. (linked to collector road funding source in item 1).
- 4.2 Streetlights with specific developments – Direct developer responsibility under s. 59 of the D.C.A. (as a local service).

5. Sidewalks

- 5.1 Sidewalks on M.T.O. and Regional roads – Include in the D.C. or, in exceptional circumstances, may be local improvement or direct developer responsibility through local service provisions (s. 59 of the D.C.A.).
- 5.2 Sidewalks on area municipal roads – Linked to collector road funding source in item 1.
- 5.3 Other sidewalks external to development (which are a local service within the area to which the plan relates) – Direct developer responsibility as a local service provision (under s. 59 of D.C.A.).

6. Bike Routes/Bike Lanes/Bike Paths/Multi-use Trails/Naturalized Walkways

- 6.1 Bike routes and bike lanes, within road allowance, external to development – Include in D.C. road costs (regional and area municipal), consistent with the service standard provisions of the D.C.A., s. 5 (1).
- 6.2 Bike paths/multi-use trails/naturalized walkways external to development – Include in D.C. road costs (regional and area municipal), consistent with the service standard provisions of the D.C.A., s. 5 (1).



- 6.3 Bike lanes, within road allowance, internal to development – Direct developer responsibility as a local service provision (under s. 59 of D.C.A.).
- 6.4 Bike paths/multi-use trails/naturalized walkways internal to development – Direct developer responsibility as a local service provision (under s. 59 of D.C.A.).
- 6.5 Trail Bridges/Underpasses and associated works – Include in area municipal D.C. calculations consistent with the service standard provisions of the D.C.A., s. 5 (1).

7. Noise Abatement Measures

- 7.1 Internal to Development – Direct developer responsibility through local service provisions (s. 59 of D.C.A.).

8. Traffic Control Systems

- 8.1 Include in the D.C. calculation.

9. Land Acquisition for Road Allowances

- 9.1 Land Acquisition for Arterial Roads – Dedication under the *Planning Act* subdivision provisions (s. 51) through development lands; in areas with limited or no development, include in the D.C. calculation (to the extent eligible).
- 9.2 Land Acquisition for Collector Roads – Dedication under the *Planning Act* subdivision provision (s. 51) through development lands (up to 26 metre right of way); in areas with limited or no development, include in the D.C. calculation (to the extent eligible).
- 9.3 Land acquisition for grade separations (beyond normal dedication requirements) – Internal to a subdivision to be provided by developer; external – Include in the D.C. calculation to the extent eligible.

10. Land Acquisition for Easements

- 10.1 Easement costs external to subdivisions shall be provided by developer.



11. Stormwater Management

- 11.1 Quality and Quantity Works, direct developer responsibility through local service provisions (s. 59 of D.C.A.).
- 11.2 Oversizing of stormwater management works for development external to developments will be subject to best efforts clauses by the Town.

12. Water

- 12.1 Pumping stations and works associated with zone boundaries to be included in the D.C. calculation.
- 12.2 Booster pumping stations to serve a specific development to be a direct developer responsibility.
- 12.3 Marginal costs of waterworks within the subdivision included in the D.C. calculation above a 250 mm nominal diameter.
- 12.4 Connection to trunk water mains and pumping stations to service specific areas, to be a direct developer responsibility.
- 12.5 Trunk water mains not included in the items above, to be included in the D.C. calculation.



Appendix F

Asset Management Plan



Appendix F: Asset Management Plan

The recent changes to the D.C.A. (new section 10(2) (c.2)) require that the Background Study must include an asset management plan related to new infrastructure. Section 10(3) of the D.C.A. provides:

The asset management plan shall,

- (a) deal with all assets whose capital costs are proposed to be funded under the development charge by-law;**
- (b) demonstrate that all the assets mentioned in clause (a) are financially sustainable over their full life cycle;**
- (c) contain any other information that is prescribed; and**
- (d) be prepared in the prescribed manner.**

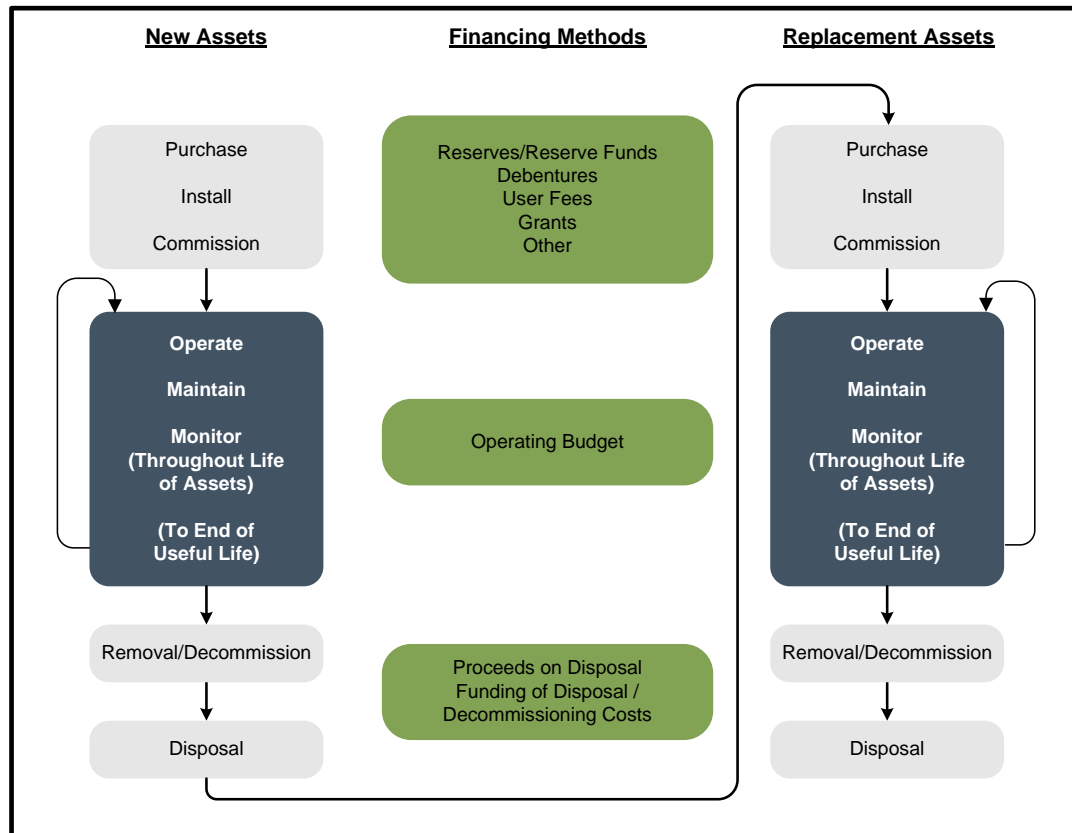
In regard to the above, section 8 of the Regulations was amended to include subsections (2), (3) and (4) which set out for specific detailed requirements for transit (only). For all services except transit, there are no prescribed requirements at this time thus requiring the municipality to define the approach to include within the Background Study.

At a broad level, the Asset Management Plan provides for the long-term investment in an asset over its entire useful life along with the funding. The schematic below identifies the costs for an asset through its entire lifecycle. For growth-related works, the majority of capital costs will be funded by the D.C. non-growth-related expenditures will then be funded from non-D.C. revenues as noted below. During the useful life of the asset, there will be minor maintenance costs to extend the life of the asset along with additional program related expenditures to provide the full services to the residents. At the end of the life of the asset, it will be replaced by non-D.C. financing sources.

It should be noted that with the recent passing of the Infrastructure for Jobs and Prosperity Act (I.J.P.A.) municipalities are now required to complete asset management plans, based on certain criteria, which are to be completed by 2021 for core municipal services and 2023 for all other services. The amendments to the D.C.A. do not require municipalities to complete these asset management plans (required under I.J.P.A.) for



the D.C. background study, rather the D.C.A. requires that the D.C. background study include information to show the assets to be funded by the D.C. are sustainable over their full lifecycle.



In 2012, the Province developed Building Together: Guide for municipal asset management plans which outlines the key elements for an asset management plan (A.M.P.), as follows:

State of local infrastructure: asset types, quantities, age, condition, financial accounting valuation and replacement cost valuation.

Desired levels of service: defines levels of service through performance measures and discusses any external trends or issues that may affect expected levels of service or the municipality's ability to meet them (for example, new accessibility standards, climate change impacts).

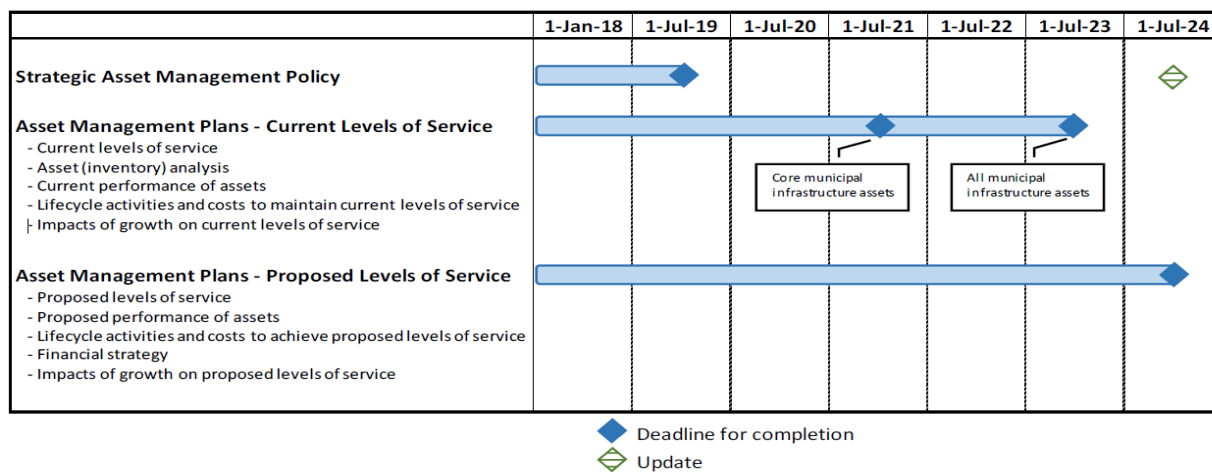


Asset management strategy: the asset management strategy is the set of planned actions that will seek to generate the desired levels of service in a sustainable way, while managing risk, at the lowest lifecycle cost.

Financing strategy: having a financial plan is critical for putting an A.M.P. into action. By having a strong financial plan, municipalities can also demonstrate that they have made a concerted effort to integrate the A.M.P. with financial planning and municipal budgeting and are making full use of all available infrastructure financing tools.

The above provides for the general approach to be considered by Ontario municipalities. Currently, there is not a mandated approach for municipalities hence leaving discretion to individual municipalities as to how they plan for the long-term replacement of their assets. However, on June 4, 2015, the Province passed the Infrastructure for Jobs and Prosperity Act (I.J.P.A.) which, over time, will require municipalities to undertake and implement asset management plans for all infrastructure they own. On December 27, 2017, the Province of Ontario released Ontario Regulation 588/17 under I.J.P.A. which has 3 phases that municipalities must meet:

Figure G-2
Timeline of I.J.P.A. Requirements



Every municipality in Ontario will have to prepare a strategic asset management policy by July 1, 2019. Municipalities will be required to review their strategic asset management policies at least every five years and make updates as necessary. The subsequent phases are as follows:

- Phase 1 – Asset Management Plan (by July 1, 2021):



- For core assets – Municipalities must have the following:
 - Inventory of assets;
 - Current levels of service measured by standard metrics; and
 - Costs to maintain levels of service.
- Phase 2 – Asset Management Plan (by July 1, 2023):
 - Same steps as Phase 1 but for all assets.
- Phase 3 – Asset Management Plan (by July 1, 2024):
 - Builds on Phase 1 and 2 by adding:
 - Proposed levels of service; and
 - Lifecycle management and Financial strategy.

Once the requirements of I.J.P.A. are implemented, the requirement for an asset management plan in the D.C. process will be removed.

Commensurate with the above, the Town prepared an Asset Management Plan in 2017 for its existing assets, however, did not take into account future growth-related assets. As a result, the asset management requirement for the D.C. must be undertaken in the absence of this information.

In recognition to the schematic above, the following table (presented in 2019 \$) has been developed to provide the annualized expenditures and revenues associated with new growth. Note that the D.C.A. does not require an analysis of the non-D.C. capital needs or their associated operating costs so these are omitted from the table below. As well, as all capital costs included in the D.C. eligible capital costs are not included in the Town's Asset Management Plan, the present infrastructure gap and associated funding plan have not been considered at this time. Hence the following does not represent a fiscal impact assessment (including future tax/rate increases) but provides insight into the potential affordability of the new assets:

1. The non-D.C. recoverable portion of the projects which will require financing from municipal financial resources (i.e. taxation, rates, fees, etc.). This amount has been presented on an annual debt charge amount based on 20-year financing.
2. Lifecycle costs for the 2019 D.C. capital works have been presented based on a sinking fund basis. The assets have been considered over their estimated useful lives.
3. Incremental operating costs for the D.C. services (only) have been included.



4. The resultant total annualized expenditures are \$10.02 million.
5. Consideration was given to the potential new taxation and user fee revenues which will be generated as a result of new growth. These revenues will be available to finance the expenditures above. The new operating revenues are \$5.24 million. This amount, totalled with the existing operating revenues of \$11.15 million, provide annual revenues of \$16.39 million by the end of the period.
6. In consideration of the above, the capital plan is deemed to be financially sustainable.

Town of Erin
Asset Management – Future Expenditures and Associated Revenues
2019\$

	2041 (Total)
Expenditures (Annualized)	
Annual Debt Payment on Non-Growth Related Capital ¹	712,087
Annual Debt Payment on Post Period Capital ²	-
Lifecycle:	
Sub-Total - Annual Lifecycle	\$4,413,058
Incremental Operating Costs (for D.C. Services)	\$4,898,582
Total Expenditures	\$10,023,727
Revenue (Annualized)	
Total Existing Revenue ³	\$11,153,313
Incremental Tax and Non-Tax Revenue (User Fees, Fines, Licences, etc.)	\$5,240,036
Total Revenues	\$16,393,349

¹ Non-Growth Related component of Projects including 10% mandatory deduction on soft services

² Interim Debt Financing for Post Period Benefit

³ As per Sch. 10 of FIR



Appendix G

Proposed D.C. By-law



Appendix G: Proposed D.C. By-law

THE CORPORATION OF THE TOWN OF ERIN

BY-LAW NUMBER 19 -

Being a By-law for the Imposition of Development Charges

WHEREAS the Town of Erin will experience growth through development and re-development;

AND WHEREAS development and re-development requires the provision of physical and social services by the Town of Erin;

AND WHEREAS Council desires to ensure that the capital cost of meeting growth-related demands for or burden on municipal services does not place an excessive financial burden on the Town of Erin or its existing taxpayers while at the same time ensuring new taxpayers contribute no more than the net capital cost attributable to providing the current level of municipal services;

AND WHEREAS the *Development Charges Act, 1997* (the “Act”) provides that the council of a municipality may by by-law impose development charges against land to pay for increased capital costs required because of increased needs for services;

AND WHEREAS a development charge background study has been completed in accordance with the Act;

AND WHEREAS the Council of The Corporation of the Town of Erin has given notice of and held a public meeting on the 18th day of June, 2019 in accordance with the Act and the regulations thereto;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF ERIN ENACTS AS FOLLOWS:

1. INTERPRETATION

1.1 In this By-law the following items shall have the corresponding meanings:



“Act” means the *Development Charges Act, 1997*, as amended, or any successor thereof;

“apartment unit” means any residential unit within a building containing more than four dwelling units where the units are connected by a public corridor or passageway;

“bed and breakfast” means a dwelling or part thereof in which the proprietor resides and supplies accommodation and meals to overnight guests on a temporary basis and contains no more than three guest rooms;

“bedroom” means a habitable room which can be used as sleeping quarters, but does not include a bathroom, living room, dining room or kitchen;

“board of education” has the same meaning as set out in the *Education Act*, R.S.O. 1990, Chap. E.2, as amended, or any successor thereof;

“boarding, lodging or rooming house” means a dwelling in which meals are regularly served for a fee or compensation for three up to eight persons other than the owner, lessee or tenant of the dwelling, or members of his/her immediate family;

“bona fide farm uses” means the proposed development will qualify as a farm business operating with a valid Farm Business Registration Number issued by the Ontario Ministry of Agriculture, Food and Rural Affairs and be assessed in the Farmland Realty Tax Class by the Ontario Property Assessment Corporation;

“*Building Code Act*” means the *Building Code Act*, S.O. 1992, as amended, or any successor thereof;

“capital cost” means costs incurred or proposed to be incurred by the Town or a local board thereof directly or by others on behalf of and as authorized by the Town or local board,

- (a) to acquire land or an interest in land, including a leasehold interest,
- (b) to improve land,
- (c) to acquire, lease, construct or improve buildings and structures,



- (d) to acquire, construct or improve facilities including,
 - (i) furniture and equipment other than computer equipment, and
 - (ii) material acquired for circulation, reference or information purposes by a library board as defined in the *Public Libraries Act*, R.S.O. 1990, Chap. P.44, as amended, or any successor thereof; and
 - (iii) rolling stock with an estimated useful life of seven years or more, and
- (e) to undertake studies in connection with any matter under the Act and any of the matters in clauses (a) to (d) above, including the development charge background study required for the provision of services designated in this By-law within or outside the Town, including interest on borrowing for those expenditures under clauses (a) to (e) above that are growth-related;

“commercial” means any use of land, structures or buildings for the purposes of buying or selling commodities and services, but does not include industrial or agricultural uses, but does include hotels, motels, motor inns and boarding, lodging and rooming houses;

“Council” means the Council of the Town;

“development” means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that the effect of increasing the size of usability thereof, and includes redevelopment;

“development charge” means a charge imposed with respect to this By-law;

“dwelling unit” means any part of a building or structure used, designed or intended to be used as a domestic establishment in which one or more persons may sleep and are provided with culinary and sanitary facilities for their exclusive use;

“existing” means the number, use and size that existed as of the date this by-law was passed;



“farm building” means that part of a bona fide farming operation encompassing barns, silos and other ancillary development to an agricultural use, but excluding a residential use;

“garden suite” means a one-unit detached residential structure containing bathroom and kitchen facilities that is ancillary to an existing residential structure and that is designed to be temporary;

“gross floor area” means:

- (a) in the case of a residential building or structure, the total area of all floors above grade of a dwelling unit measured between the outside surfaces of exterior walls or between the outside surfaces of exterior walls and the centre line of party walls dividing the dwelling unit from any other dwelling unit or other portion of a building; and
- (b) in the case of a non-residential building or structure, or in the case of a mixed-use building or structure in respect of the non-residential portion thereof, the total area of all building floors above or below grade measured between the outside surfaces of the exterior walls, or between the outside surfaces of exterior walls and the centre line of party walls dividing a non-residential use and a residential use, except for:
 - (i) a room or enclosed area within the building or structure above or below that is used exclusively for the accommodation of heating, cooling, ventilating, electrical, mechanical or telecommunications equipment that service the building;
 - (ii) loading facilities above or below grade; and
 - (iii) a part of the building or structure below grade that is used for the parking of motor vehicles or for storage or other accessory use;

“hotel” means a building that contains four or more suites and that provides sleeping accommodation for the travelling public or for recreational purposes with or without kitchen facilities for the exclusive use of individual occupants and may include motel and hostel;



“industrial” means lands, buildings or structures used or designed or intended for use for manufacturing, processing, fabricating or assembly of raw goods, warehousing or bulk storage of goods, and includes office uses and the sale of commodities to the general public where such uses are accessory to an industrial use, but does not include the sale of commodities to the general public through a warehouse club;

“institutional” means land, buildings, structures or any part thereof used by any organization, group or association for promotion of charitable (registered in accordance with the *Income Tax Act*), educational or benevolent objectives and not for profit or gain;

“Local Board” means a school board, public utility, commission, transportation commission, public library board, board of park management, local board of health, board of commissioners of police, planning board, or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act with respect to any of the affairs or purposes, including school purposes, of the Town of Erin or any part or parts thereof;

“local services” means those services, facilities or things which are under the jurisdiction of the Town and are related to a plan of subdivision or within the area to which the plan relates in respect of the lands under sections 41, 51 or 53 of the *Planning Act*, R.S.O. 1990, Chap. P.13, as amended, or any successor thereof;

“multiple dwellings” means all dwellings other than single detached, semi-detached and apartment unit dwellings;

“non-residential use” means a building or structure of any kind whatsoever used, designed or intended to be used for other than a residential use;

“Official Plan” means the Official Plan adopted for the Town, as amended and approved;

“owner” means the owner of land or a person who has made application for an approval for the development of land upon which a development charge is imposed’



“place of worship” means that part of a building or structure that is exempt from taxation as a place of worship under the *Assessment Act*, R.S.O. 1990, Chap. A.31, as amended, or any successor thereof;

“rate” means the interest rate established weekly by the Bank of Canada based on Treasury Bills having a term of 91 days;

“regulation” means any regulation made pursuant to the Act;

“residential dwelling” means a building, occupied or capable of being occupied as a home, residence or sleeping place by one or more persons, containing one or more dwelling units but not including motels, hotels, tents, truck campers, tourist trailers, mobile camper trailers or boarding, lodging or rooming houses;

“residential use” means the use of a building or structure or portion thereof for one or more dwelling units. This also includes a dwelling unit on land that is used for an agricultural use;

“row dwelling and/or multi-dwelling building” means building that is not a hotel containing three or more dwelling units in a building, each of which has an independent entrance from the exterior and is separated either vertically, horizontally or both from any abutting dwelling;

“semi-detached dwelling” means a dwelling unit in a residential building consisting of two dwelling units having one vertical wall or one horizontal wall, but not other parts, attached or another dwelling unit where the residential unit are not connected by an interior corridor;

“service” means a service designed in Schedule “A” to this By-law, and “services” shall have a corresponding meaning;

“servicing agreement” means an agreement between a landowner and the Town relative to the provision of municipal services to specified land within the Town;

“single detached dwelling unit” means a residential building consisting of one dwelling unit and not attached to another structure;

“special care facilities” means lands, buildings or structures used or designed or intended for uses for the purpose of providing supervision, nursing care or



medical treatment, which do not comprise dwelling units, that are licensed, approved or supervised under any special or general statute, and excludes the special care/special dwelling portions of the building;

“special care/special dwelling” a residential portion of a special care facilities building containing two or more dwelling units, which units have a common entrance from street level:

- (a) Where the occupants have the right to use in common, halls, stairs, yards, common rooms, and accessory buildings;
- (b) Which may or may not have exclusive sanitary and/or culinary facilities;
- (c) That is designed to accommodate persons with specific needs, including, but not limited to, independent permanent living arrangements;
- (d) Where support services such as meal preparation, grocery shopping, laundry, housekeeping, nursing, respite care and attendant services are provided at various levels; and
- (e) Includes, but is not limited to, retirement houses, nursing homes, group homes and hospices;

“Town” means the Corporation of the Town of Erin and/or the area within the geographic limits of the Town of Erin; “

“Zoning By-Law” means the Zoning By-Law of the Town of Erin, including the former Village of Erin, the former Township of Erin or any successor thereof passed pursuant to section 34 of the *Planning Act*, S.O. 1998.

2. DESIGNATION OF SERVICES

2.1 The categories of services for which development charges are imposed under this By-law are as follows:

- (a) Services Related to a Highway;
- (b) Fire Protection Services;
- (c) Parks and Recreation Services
- (d) Administration – Engineering Studies;



- (e) Administration – Community Based Studies; and
- (f) Water Services.

2.2 The components of the services designated in subsection 2.1 are described in Schedule A.

3. APPLICATION OF BY-LAW RULES

3.1 Development charges shall be payable in the amounts set out in this By-law where:

- (a) the lands are located in the area described in subsection 3.2; and
- (b) the development of the lands requires any of the approvals set out in subsection 3.4 (a).

Area to Which By-law Applies

3.2 Subject to subsection 3.3, this By-law applies to all lands in the Town whether or not the land or use thereof is exempt from taxation under section 13 of the *Assessment Act*.

3.3 Notwithstanding clause 3.2 above, this by-law shall not apply to lands that are owned by and used for the purposes of:

- (a) the Town or a local board thereof;
- (b) a board of education; or
- (c) the Corporation of the County of Wellington or a local board thereof.

Approvals for Development

- 3.4 (a) Development charges shall be imposed on all lands, buildings or structures that are developed for residential or non-residential uses if the development requires:
- (i) the passing of a zoning by-law or of an amendment to a zoning by-law under section 34 of the *Planning Act*;



- (ii) the approval of a minor variance under section 45 of the *Planning Act*;
 - (iii) a conveyance of land to which a by-law passed under subsection 50 (7) of the *Planning Act* applies;
 - (iv) the approval of a plan of subdivision under section 51 of the *Planning Act*;
 - (v) a consent under section 53 of the *Planning Act*;
 - (vi) the approval of a description under section 50 of the *Condominium Act*, R.S.O. 1990, Chap. C.26, as amended, or any successor thereof; or
 - (vii) the issuing of a permit under the *Building Code Act* in relation to a building or structure.
- (b) No more than one development charge for each service designated in subsection 2.1 shall be imposed upon any lands, buildings or structures to which this By-law applies even though two or more of the actions described in subsection 3.4 (a) are required before the lands, buildings or structures can be developed.
- (c) Despite subsection 3.4 (b), if two or more of the actions described in subsection 3.4 (a) occur at different times, additional development charges shall be imposed if the subsequent action has the effect or increasing the need for services.

Exemptions

- 3.5 Notwithstanding the provisions of this By-law, development charges shall not be imposed with respect to:
- (a) an enlargement to an existing dwelling unit;
 - (b) one or two additional dwelling units in an existing single detached dwelling; or
 - (c) one additional dwelling unit in any other existing residential building.



- 3.6 Notwithstanding subsection 3.5 (b), development charges shall be imposed if the total gross floor area of the additional one or two units exceeds the gross floor area of the existing dwelling unit.
- 3.7 Notwithstanding subsection 3.5, development charges shall be imposed if the additional unit has a gross floor area greater than
- (a) in the case of a semi-detached or row dwelling, the gross floor area of the existing dwelling unit; and
 - (b) in the case of any other residential building, the gross floor area of the smallest dwelling unit contained in the residential building.

Rules with Respect to an Industrial Expansion Exemption

- 3.8 If a development includes the enlargement of the gross floor area of an existing industrial building, the amount of the development charge that is payable in respect of the enlargement is determined in accordance with the following:
- (a) Subject to subsection 3.8 (c), if the gross floor area is enlarged by 50 per cent or less of the lesser of:
 - (i) the gross floor area of the existing industrial building, or
 - (ii) the gross floor area of the existing industrial building before the first enlargement for which:
 - a. an exemption from the payment of development charges was granted, or
 - b. a lesser development charge than would otherwise be payable under this by-law, or predecessor thereof, was paid, pursuant to section 4 of the Act and this subsection,

the amount of the development charge in respect of the enlargement is zero;
 - (b) Subject to subsection 3.8 (c), if the gross floor area is enlarged by more than 50 per cent or less of the lesser of:
 - (i) the gross floor area of the existing industrial building, or



- (ii) the gross floor area of the existing industrial building before the first enlargement for which:
 - a. an exemption from the payment of development charges was granted, or
 - b. a lesser development charge than would otherwise be payable under this by-law, or predecessor thereof, was paid, pursuant to section 4 of the Act and this subsection,

the amount of the development charge in respect of the enlargement is the amount of the development charge that would otherwise be payable multiplied by the fraction determined as follows:

- (i) determine the amount by which the enlargement exceeds 50 per cent of the gross floor area before the first enlargement, and
- (ii) divide the amount determined under subsection (i) by the amount of the enlargement.

- (c) For the purposes of calculating the extent to which the gross floor area of an existing industrial building is enlarged in subsection 3.8 (b), the cumulative gross floor area of any previous enlargements for which:

- (i) An exemption from the payment of development charges was granted, or
- (ii) A lesser development charge than would otherwise be payable under this by-law, or predecessor thereof, was paid,

pursuant to section 4 of the Act and this subsection,

shall be added to the calculation of the gross floor area of the proposed enlargement.

- (d) For the purposes of this subsection, the enlargement must not be attached to the existing industrial building by means only of a tunnel, bridge, passageway, canopy, shared below grade connection, such as a service tunnel, foundation, footing or parking facility.

3.9 For the purpose of section 3.8 herein, “existing industrial building” is used as defined in the Regulation made pursuant to the Act.



3.10 Other Exemptions:

Notwithstanding the provision of this by-law, development charges shall not be imposed with respect to:

- (a) lands, buildings or structures used or to be used for a place of worship or for the purposes of a cemetery or burial ground exempt from taxation under the *Assessment Act*;
- (b) a public hospital receiving aid under the *Public Hospitals Act*, R.S.O. 1990, Chap. P.40, as amended, or any successor thereof;
- (c) the development of non-residential farm buildings constructed for bona fide farm uses, which qualify as a farm business, being that which operates with a valid Farm Business Registration Number and is assessed in the Farmland Realty Tax Class;
- (d) one additional dwelling unit in any other existing residential accessory building;
- (e) garden suite constructed in accordance with the *Planning Act*;
- (f) bed and breakfast establishment that is not considered a hotel; and
- (g) boarding, lodging or rooming house that is not considered a hotel.

Amount of Charges

Residential

3.11 The development charges set out in Schedules B-1 and B-2 shall be imposed on residential uses of lands, buildings or structures, including a dwelling unit accessory to a non-residential use and, in the case of a mixed use building or structure, on the residential uses in the mixed use building or structure, according to the type of residential unit, and calculated with respect to each of the services according to the type of residential use.



Non-Residential

3.12 The development charges described in Schedule B to this by-law shall be imposed on non-residential uses of lands, buildings or structures, and, in the case of a mixed use building or structure, on the non-residential uses in the mixed use building or structure, and calculated with respect to each of the services according to the total floor area of the non-residential use.

Reduction of Development Charges for Redevelopment

3.13 Despite any other provisions of this by-law, where, as a result of the redevelopment of land, a building or structure existing on the same land within 60 months prior to the date of payment of development charges in regard to such redevelopment was, or is to be demolished, in whole or in part, or converted from one principal use to another principal use on the same land, in order to facilitate the redevelopment, the development charges otherwise payable with respect to such redevelopment shall be reduced by the following amounts:

- (a) in the case of a residential building or structure, or in the case of a mixed-use building or structure, the residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable development charge under subsection 3.11 by the number, according to type, of dwelling units that have been or will be demolished or converted to another principal use; and
- (b) in the case of a non-residential building or structure or, in the case of mixed-use building or structure, the non-residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable development charges under subsection 3.12, by the gross floor area that has been or will be demolished or converted to another principal use;

provided that such amounts shall not exceed, in total, the amount of the development charges otherwise payable with respect to the redevelopment.

Time of Payment of Development Charges

3.14 Development charges imposed under this by-law are calculated, payable, and collected upon issuance of a building permit for the development.



3.15 Despite section 3.14, Council from time to time, and at any time, may enter into agreements providing for all or any part of a development charge to be paid before or after it would otherwise be payable, in accordance with section 27 of the Act.

Complaints

3.16 Complaints about development charges may be filed to Council in accordance to Section 20 of the Act.

4. PAYMENT BY SERVICES

4.1 Despite the payment required under subsections 3.11 and 3.12, Council may, by agreement, give a credit towards a development charge in exchange for work that relates to a service to which a development charge relates under this By-law.

5. INDEXING

5.1 Development charges imposed pursuant to this by-law shall be adjusted annually, without amendment to this by-law, commencing on January 1st each year thereafter, in accordance with the prescribed index in the Act.

6. SCHEDULES

6.1 The following schedules shall form part of this by-law:

Schedule A – Components of Services Designated in subsection 2.1

Schedule B-1 – Residential and Non-Residential Schedule of Development Charges for Hard Services

Schedule B-2 – Residential and Non-Residential Schedule of Development Charges for Soft Services

Schedule C – Map of the Designated Urban Area

7. CONFLICTS

7.1 Where the Town and an owner or former owner have entered into an agreement with respect to land within the area to which this by-law applies, and a conflict



exists between the provisions of this by-law and such agreement, the provisions of the agreement shall prevail to the extent that there is a conflict.

- 7.2 Notwithstanding section 7.1, where a development which is the subject of an agreement to which section 7.1 applies, is subsequently the subject of one or more of the actions described in subsection 3.4 (a), an additional development charge in respect of the development permitted by the action shall be calculated, payable and collected in accordance with the provisions of this by-law if the development has the effect of increasing the need for services, unless such agreement provides otherwise.

8. SEVERABILITY

- 8.1 If, for any reason, any provision of this by-law is held to be invalid, it is hereby declared to be the intention of Council that all the remainder of this by-law shall continue in full force and effect until repealed, re-enacted, amended or modified.

9. DATE BY-LAW IN FORCE

- 9.1 This By-law shall come into effect at 12:01 AM on July 23, 2019.

10. DATE BY-LAW EXPIRES

- 10.1 This By-law will expire at 12:01 AM on July 23, 2024 unless it is repealed by Council at an earlier date.

11. EXISTING BY-LAW REPEALED

- 11.1 By-law Number 14-35 is hereby repealed as of the date and time of this By-law coming into effect.



**READ A FIRST, SECOND, AND THIRD TIME
AND FINALLY PASSED THIS
22nd day of July, 2019.**

Mayor

Clerk



SCHEDULE “A” TO BY-LAW

COMPONENTS OF SERVICES DESIGNATED IN SUBSECTION 2.1

100% Eligible Services

- Water Services
 - Facilities and Storage
 - Distribution Systems
- Services Related to a Highway
 - Roads
 - Sidewalks, Streetlights and Bridges
 - Depots and Domes
 - Vehicles and Equipment
- Fire Protection Services
 - Fire Facilities
 - Fire Vehicles, Equipment and Gear
- Administration – Engineering Studies

90% Eligible Services

- Administration – Community Based Studies
- Parks and Recreation Services
 - Parkland Development, Amenities and Trails
 - Recreation Facilities
 - Parks and Recreation Vehicles and Equipment



SCHEDULE B-1

SCHEDULE OF DEVELOPMENT CHARGES FOR HARD SERVICES

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Town Wide Services:						
Services Related to a Highway	7,837	5,680	3,971	3,375	2,700	4.39
Fire Protection Services	2,478	1,796	1,256	1,067	854	1.39
Administration - Engineering Studies	1,802	1,306	913	776	621	0.75
Total Town Wide Services	12,117	8,782	6,140	5,218	4,175	6.53
Urban Services						
Water Services	5,026	3,642	2,547	2,164	1,731	2.03
Total Urban Services	5,026	3,642	2,547	2,164	1,731	2.03
GRAND TOTAL RURAL AREA	12,117	8,782	6,140	5,218	4,175	6.53
GRAND TOTAL URBAN AREA	17,143	12,424	8,687	7,382	5,906	8.56



SCHEDULE B-2

SCHEDULE OF DEVELOPMENT CHARGES FOR SOFT SERVICES

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Town Wide Services:						
Parks & Recreation Services	4,808	3,484	2,436	2,070	1,656	0.85
Administration - Community Based Studies	333	241	169	143	115	0.14
Total Town Wide Services	5,141	3,725	2,605	2,213	1,771	0.99



SCHEDULE C

MAP OF THE DESIGNATED URBAN AREAS

